

AGENDA #18

BOZEMAN SCHOOL DISTRICT NO. 7
WILLSON BOARD ROOM
MONDAY May 14, 2018 – 5:45 p.m.

5:45 p.m.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PRESIDING TRUSTEE'S EXPLANATION OF PROCEDURES

Recognition of visitors and explanation of procedures to be followed when addressing the Board.
Please turn off cell phones.

BOARD EDUCATION:

1. College & Career Readiness, Part 1

MINUTES

2. Minutes of Previous Meetings

RECOGNITION AND AWARDS

21. 2018 National Latin Exam Awards
22. 2018 Montana State Technology Student Association Conference Awards

ANNUAL ELECTION AND BOARD REORGANIZATION

24. Canvass the Results of the May 8, 2018 School Election
26. Oath of Office
31. Reorganization of the Board of Trustees

ACTION ITEMS - CONSENT

High School District

33. High School Bond Update

Both Districts

36. 6-12 Science Primary/Core Resource Purchase
38. Request County Clerk & Recorder Conduct 2018-19 Elections
40. Personnel Actions
45. Financial Reports, Warrant Approval, Obsolete Equipment, and Donations

SUPERINTENDENT'S REPORT

60. Superintendent's Report

- Staff Appreciation

BOARD OF TRUSTEES

61. Requests, Calendar, Concerns, Reports, Future Agenda Items and Open Meeting Topics for Next Meeting

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS


62. Public Input Period: Members of the community are given an opportunity to make brief comments to the Board on any matters not included in the agenda.

DISCUSSION AND REPORTS

63. MTSBA Delegate Assembly Resolutions
85. Revised Policy #2163, Traffic Education, 1st Reading
87. Revise Policy #6143, Leadership Compensation Plan, 1st Reading
90. Uniform Guidance – District Policies Related to Federal Grant Management – 1st Reading
105. Update: High School Programming

ADJOURN

Public comment can be submitted electronically to trustees@bsd7.org

	Wilson	Willet	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE:

BOARD EDUCATION:
COLLEGE & CAREER READINESS,
PART 1

CATEGORY:

DISCUSSION AND REPORTS

ORIGINATED

BY:

Rob Watson, Superintendent

OTHERS

INVOLVED:

Karin Neff, BSD7 Data Specialist
Katie Laslovich, BHS Assistant Principal

DATA

EXPANSION:

None

COST/FUND

SOURCE:

N/A

IMPLEMENTATION

ACTION:

High School and Elementary District DISCUSSION
May 14, 2018

DISCUSSION:

As part of the Long Range Strategic Planning process the administration in collaboration with the Board of Trustees developed the College and Career Readiness Framework.

The purpose of the Framework is to clearly define the academic and non-academic skills necessary for students to be successful, both while attending BSD7 and after they graduate from our District. In addition, the Framework will identify academic markers that will be used to assess District progress. The Framework is linked [HERE](#).

It is the intention of the Administration to develop Board understanding around academic markers, which can be used as accountability measures for the Framework. Over the course of the 2017/18 Board meetings, the District will review and define these academic markers for the Board during the Board Education portion of the meeting.

In this discussion the District administration will present achievement and demographic data related to our College Readiness Goal. Information regarding our Career Readiness Goal will be presented at the June meeting.


This discussion supports the following Long Range Strategic Plan strategic objectives:

Strategic Objective 1.06: Prepare all students to be College and Career Ready to engage in a global community.

Strategic Objective 2.01: Secure and align resources with District goals.

Strategic Objective 3.01: Enhance District transparency and accountability through effective communication with our community.

Strategic Objective 3.04: Engage in a collaborative dialogue surrounding topics of educational importance to our community and their impact on the LRSP.

	Arneson	Fischer	Lusin	Neil	Reinhardt	Tage	Willett	Wilson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: MINUTES OF PREVIOUS MEETINGS
 CATEGORY: MINUTES
 ORIGINATED BY: Mike Waterman, District Clerk
 OTHERS INVOLVED: Nancy Brady, Executive Assistant
 DATA EXPANSION: Minutes of the Special Board Meetings of 04-03-18 and 04-09-18, Regular Board Meeting of 04-09-18 and Special Board Meeting of 04-23-18
 COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District ACTION
 Effective May 14, 2018

SUPERINTENDENT'S RECOMMENDATION:

If the Board wishes to approve this item as presented, the following motion would be in order:

MOVE THE BOARD OF TRUSTEES approve as presented the minutes of the Special Board Meetings of 04-03-18 and 04-09-18, Regular Board Meeting of 04-09-18 and Special Board Meeting of 04-23-18.

DISCUSSION:

Upon approval, the minutes represent the official actions of the Board of Trustees of School District No. 7, Gallatin County, Montana. Every effort is made to have these recommended minutes accurately portray the proceedings and procedures of the Trustees.

SPECIAL BOARD MEETING, BOARD OF TRUSTEES, SCHOOL DISTRICT NO. 7 AND HIGH SCHOOL DISTRICT

DATE: April 3, 2018

TIME: 12:00 p.m.

PLACE: Board Room, Willson School

MEMBERS

PRESENT: Andy Willett, Chair
Heide Arneson, Vice Chair
Douglas Fischer
Gary Lusin
Greg Neil
Wendy Tage
Tanya Reinhardt
Sandra Wilson

MEMBERS

ABSENT:

STAFF Rob Watson, Superintendent
PRESENT: Marilyn King, Deputy Superintendent Instruction
Katie Laslovich, BHS Interim Principal
Nate Laslovich, BHS Dean
Mark Van Slyke, SRO

OTHERS

PRESENT: Lynda White, Bozeman School District's Attorney
Lee Copenhagen, Counselor
High School Student and Parents

Call to Order

The meeting was called to order at 12:03 p.m. by Chair Willett. Roll Call followed.

Because privacy rights outweigh the public's right to know, Attorney White recommended that the Board Chair declare the meeting in Executive Session. Chair Willett so declared at 12:04 p.m. The Board conducted an expulsion hearing of a high school student.

The Board came out of Executive Session at 01:28 p.m. and took disciplinary action against the student.

Trustee Tage made the following motion.

Move to expel student for 180 days with discretion given to Administration to allow the student to return early if the student has shown progress towards improvement.

Trustee Lusin seconded the motion. Motion carried 8-0.

The meeting adjourned at 01:30 p.m.

Andy Willett, Chair

Rob Watson, Acting District Clerk

BOARD MEETING, BOARD OF TRUSTEES, SCHOOL DISTRICT NO. 7

Open Session

DATE: April 9, 2018

TIME: 4:30p.m.

PLACE: Willson Board Room

MEMBERS

PRESENT: Andy Willett, Chair
Douglas Fischer
Gary Lusin
Greg Neil
Tanya Reinhardt
Wendy Tage
Sandra Wilson

MEMBERS

ABSENT: Heide Arneson, Vice Chair

STAFF

PRESENT: Rob Watson, Superintendent
Steve Johnson, Deputy Superintendent Operations
Mike Waterman, District Clerk
Chad Berg, Director of Special Education

MEDIA: None

VISITORS: Willow Black
Lynda White, Attorney

Call to Order

The meeting was called to order at 4:35 p.m. by Chair Willett. Following the Roll Call and the Pledge of Allegiance, Willett explained the purpose of the meeting and procedures to be followed.

Public Participation on Non-Agenda Items

None

Review of Services

At Ms. Black's request and Ms. White's recommendation., Chair Willett declared that the student's right to privacy clearly outweighed the public's right to know and closed the meeting at 4:37 pm.

The meeting reconvened in open session at 5:45 p.m. Trustee Lusin moved the Board enact the "suspension of policies" clause in policy #1310 to suspend policy #3115 for this student's specific situation and direct administration to enter into an out-of-district attendance agreement that conforms to the general provisions of policy 3115. Trustee Fischer seconded the motion. Motion carried 7-0.

Andy Willett, Board Chair

Mike Waterman, District Clerk

BOARD MEETING, BOARD OF TRUSTEES, SCHOOL DISTRICT NO. 7 AND HIGH SCHOOL DISTRICT

Open Session

DATE: April 9, 2018

TIME: 6:00 p.m.

PLACE: Willson Board Room

MEMBERS

PRESENT: Andy Willett, Chair
Douglas Fischer
Gary Lusin
Greg Neil
Tanya Reinhardt
Wendy Tage
Sandy Wilson

MEMBERS

ABSENT: Heide Arneson, Vice Chair

STAFF

PRESENT: Robert Watson, Superintendent
Steve Johnson, Deputy Superintendent Operations
Pat Strauss, Director of Human Resources
Mike Waterman, Director of Business Services/District Clerk
Todd Swinehart, Director of Facilities
Nancy Brady, Secretary

OTHERS

PRESENT: Tami Phillippi, BEA Representatives

MEDIA: Gail Schontzler, Bozeman Chronicle

VISITORS: Approximately 43

Call to Order

The meeting was called to order at 6:00 p.m. by Chair Willett. Following the Roll Call and the Pledge of Allegiance, Willett welcomed visitors and explained the purpose of the meeting and procedures to be followed.

Board Education: Algebra Readiness

Karin Neff, Accountability/Data Analyst Specialist, and Randy VanDyk, CJMS Assistant Principal, gave a PowerPoint Presentation:

- Why Algebra Ready by 9th Grade?
- Focus and Coherence
- What does 'Algebra Ready' means and how do we measure it?
- Proportion of Middle School Students 'Algebra Ready' According to STAR Indicator
- Cohort Trends in Algebra Readiness

- Proportion of Students in Algebra 1 by Grade
- Proportion of Students 'passing' Algebra 1 in 2016-17
- Take Home Points

Neff and VanDyk answered Trustees' questions.

Minutes

Trustees made no changes to the proposed minutes. Minutes of the Special Board Meeting of 03-05-18, Regular Board Meeting of 03-05-18 and Special Board Meeting of 03-26-18 were approved as presented.

Montana Council of Administrators of Special Education Distinguished Service Award

Trustee Lusin moved the Board of Trustees adopt the following resolution. Trustee Reinhardt seconded the motion. Motion carried 7-0.

- WHEREAS: The mission of the Council of Administrators of Special Education is to provide leadership and support to members by shaping policies and practices which impact the quality of education; and
- WHEREAS: The Montana Council of Administrators of Special Education (MCASE) publicly recognizes professionals in the field of special education who have demonstrated excellence in their leadership and their practices; and
- WHEREAS: MCASE recognized Sara Jones at the Montana Council for Exceptional Children Conference held on March 1, 2018 in Missoula, Montana; and
- WHEREAS: Ms. Jones provides leadership in special education for K-8 schools, students and families from a district perspective and also works with students every day so that they are ready to learn;
- THEREFORE: We recognize and honor Ms. Sara Jones for this outstanding recognition.

National Board of Professional Teaching Standards Certification

Trustee Tague moved the Board of Trustees adopt the following resolution. Trustee Wilson seconded the motion. Motion carried 7-0.

- WHEREAS: National Board Certification is part of the growing education reform movement that is advancing student learning, improving education and making schools better; and
- WHEREAS: National Board Certification was designed to develop, retain and recognize accomplished teachers and to generate ongoing improvement in schools nationwide; and
- WHEREAS: Educators who achieve National Board for Professional Teaching Certification have met high standards through the certification process that requires teachers demonstrate standards-based evidence of the positive effect they have on student learning in alignment with the Five Core Propositions. These teachers must exhibit a deep understanding of their students, content knowledge, use of data and assessments and teaching practice. They must also show that they participate in learning communities and provide evidence of ongoing reflection and continuous learning; and

- WHEREAS: Educators who achieve National Board Certification join the ranks of the nation's most accomplished educators who help students develop the necessary skills to thrive in school, in the workplace and in the 21st century global economy; and
- WHEREAS: The following educators have earned distinction through achievement as National Board for Professional Teaching Certified Educators;
- THEREFORE: Be it resolved that the Board of Trustees recognize and honor Kristi Gaines and Stephanie McBride-Bergantine, for outstanding professional commitment and service to the students of the Bozeman School District.

2017-18 State "AA" Girls' Basketball All-State Individuals

Trustee Reinhardt moved the Board of Trustees adopt the following resolution. Trustee Neil seconded the motion. Motion carried 7-0.

- WHEREAS: The Bozeman High Girls' Basketball team took 3RD place at the 2017-18 State "AA" Basketball Championships held in Billings on March 8-10, 2018 which resulted in the following honors for Bozeman High School students; and
- WHEREAS: The following Bozeman High student athletes were selected by the "AA" Girls' Basketball head coaches for the 2017-18 1st Team All-State "AA" Girls Basketball Team:

Alex Carey
Ayla Embry

- THEREFORE: Be it resolved that the Board of Trustees recognize and honor Alex Carey and Ayla Embry as members of the 2017-18 Girls' Basketball All-State 1st Team.

2017-18 "AA" Boys' Basketball All-State Individuals

Trustee Neil moved the Board of Trustees adopt the following resolution. Trustee Tague seconded the motion. Motion carried 7-0.

- WHEREAS: The Bozeman High Boys' Basketball Team took 2nd place at the 2017-18 State "AA" Basketball Championships held in Billings on March 8-10, 2018 which resulted in the following honors for Bozeman High School students; and
- WHEREAS: The following Bozeman High School student athletes were selected by the "AA" Boys' Basketball head coaches for the 2017-18 1st Team All-State "AA" Boys Basketball Team:

Mack Anderson
Ryan Lonergan

- THEREFORE: Be it resolved that the Board of Trustees recognize and honor Mack Anderson and Ryan Lonergan as members of the 2017-18 Boys' Basketball All-State 1st Team.

2017-18 Montana High School Journalism Contest

Trustee Wilson moved the Board of Trustees adopt the following resolution. Trustee Fischer seconded the motion. Motion carried 7-0.

- WHEREAS: The Montana High School Journalism Day recognizes and awards the good work Montana scholastic journalism students are producing; and
- WHEREAS: The HawkTawk received first place recognition as the Best Overall Pacesetter and Best Design; and
- WHEREAS: Students Cole Janssen, David Nostrant, Aidan Morton and Quaid Cey received first place in Feature Photography for their "Boys are Back" fashion spread; and
- WHEREAS: Cole Janssen received first place in Opinion Writing for his "Who You Want Me to Be" piece; and
- WHEREAS: The HawkTawk staff received first place in the Student Free Press Award category;
- THEREFORE: Be it resolved that the Board of Trustees recognize and honor Cole Janssen, David Nostrant, Aidan Morton and Quaid Cey and the entire staff and leadership of HawkTawk for these achievements.

Consent Agenda – High School and Both Districts

Trustee Neil moved that the Board of Trustees approve items #45, 59, 113, 116 and 122. Trustee Lusin seconded the motion. Motion carried 6-0 (Trustee Wilson absent).

45. **Approve Overhead Power Line Easement with Northwestern Energy – Stucky & Cottonwood Site**
59. **Ratify Superintendent's Signature on Agreements with City of Bozeman Related to Construction of High School #2**
113. **Correction to Disposal of Portion of Patterson Road Property and 1218 Durston House**
116. **Personnel Actions (attached)**
122. **Financial Reports, Warrant Approval, Donations**
The warrants are kept as part of the official minutes in a separate book in the Business Office

Consent Agenda – Elementary District

Trustee Reinhardt moved that the Board of Trustees approve items #135, 137 and 139. Trustee Tague seconded the motion. Motion carried 6-0.

135. **Out-of-State 5th Grade Field Trip & Travel to Cody and Powell Wyoming**
137. **Bid Approval – Morning Star Canopy**
139. **Bid Approval – Longfellow Front Entry Improvements**

Superintendent's Report

Superintendent Watson's report included:

- Attended 1st Night of Hawks Night live – Amazing as always and always very impressed with the talent of our students
- Board's Participation in the BSF Spelling Bee
- Meeting with Student Advisory Committee – Discussed school safety
- School Safety – Have meet with CJMS PAC and will be meeting with SAC-P, SAC-C and SAC-T

Board of Trustees

Trustee Lusin reported on the BSF Spelling Bee

Trustee Fischer voiced his concern with the statistics showing disparity with economically disadvantaged students.

Trustee Lusin thanked Karin Neff, Accountability/Data Analyst Specialist, for the work she does and the information she provides.

Chair Willett reported on the Superintendent's Evaluation. Willett stated Superintendent Watson has many strengths including his vision, integrity and respect. Watson is an exceptional spokesperson for the District and Bozeman School District is extremely fortunate to have him as a leader.

The Trustees thanked Superintendent Watson "for everything you do".

Public Participation on Non-Agenda Items

None

Selection of Consultant – Renovations and Improvements for Bozeman High School

Director of Facilities Todd Swinehart introduced this item. Swinehart reviewed the selection process and the recommendation to select CTA Architects Engineers.

Scott Wilson, CTA Architects Engineering, thanked the Board and Administration for their trust in CTA to take this project, which started 18 months ago, and see it to fruition. He stated Bozeman High School is unique and has its' own identity and the team is honored to be able to continue on in the process.

Swinehart explained the next steps in this process. Swinehart and Wilson answered Trustees' questions.

Trustee Reinhardt moved the Board of Trustees approve the selection of CTA Architects Engineers, as recommended by the Interview Selection Committee, to provide Architectural and Engineering services for the renovations and improvements for Bozeman High School and authorize administration to enter into a contract with the recommended firm. Trustee Wilson seconded the motion. Motion carried 7-0.

2018 School Election Information

Superintendent Watson and Deputy Superintendent Steve Johnson presented the election brochure.

Trustees discussed potential changes to the brochure.

Trustee Wilson will go to all of the rural schools.

Trustee Reinhardt stated the importance of the public being informed of the role and work of the Trustees.

Adjourned at 7:40 pm

Andy Willett, Board Chair

Mike Waterman, District Clerk

**Bozeman Public Schools
Human Resources**

April 9, 2018

REQUIRES BOARD ACTION

Confirmation of Employment (Professional)

Name	Position	Level/Step	Effective	Salary
Kellie, Douglas	Transportation Coordinator	Non Unit	4/16/2018	\$10,153.85
Lefebvre, Mollie	Student Assistance Specialist, 1.0 FTE, ASPT	Non Unit	4/2/2018	\$9,145.44

Confirmation of Employment (Classified)

Name	Position	Unit/Grade Step	Effective	Hourly Rate
Cole, Kayte	Self Contained PARA, .500 FTE, LONG, 9.25 mos.	D01	3/5/2018	\$12.30
Huckleberry, Amanda	Resource PARA, .875 FTE, SMS, 9.25 mos.	B03	3/1/2018	\$11.33
McCabe, Kristen	Roving Custodian, 1.0 FTE, FAC, 12 mos.	G01	3/26/2018	\$14.88
Snider, Sean	Self Contained PARA, .8750 FTE, CJMS, 9.25 mos.	D01	3/19/2018	\$12.30

Confirmation of Request for Leave of Absence (Certified)

Name	Position	Reason	Effective Dates
Clark, Taylor	Core Teacher, 1.0 FTE, CJMS	FMLA	8/22/18 - 11/26/18
Gustavsen, Erika	Health Enhancement Teacher, 1.0 FTE, BHS	FMLA	8/29/18 - 11/5/18
Morecz, Jennifer	Science Teacher, .800 FTE, BHS	LOA	2018-2019
Sexton, Hollie	Orchestra Teacher, 1.0 FTE, SMS	LOA	2018-2019

Confirmation of Request for Leave of Absence (Classified)

Name	Position	Reason	Effective Dates
Livingston, Brenda	Accounting District Bookkeeper, 1.0 FTE, BUS OFF, 12 mos.	Medical LOA	3/7/18 - 4/6/18

Confirmation of Resignations/Terminations (Certified)

Name	Position	Reason	Effective	Years of Service
Bies, Kenneth	School Counselor, 1.0 FTE, BA(M)+105, Step 18, \$75,976, SMS	Retirement	6/8/2018	27
DeWolf, Nancy	Librarian, 1.0 FTE, BA(M)+105, Step 18, \$75,976, MOST	Retirement	6/8/2018	34.64
Lockhart, John "Pat"	School Psychologist, .600 FTE, BA(M)+105, Step 8, \$37,351.80, IRVG	Retirement	6/8/2018	2
Pierce, Wendy	Science Teacher, 1.0 FTE, BA(M)+105, Step 18, \$75,976, CJMS	Retirement	6/8/2018	25
Salo, Mark	School Counselor, .800 FTE, MS Teacher, .200 FTE, BA(M)+105, Step 18, \$75,976, SMS	Retirement	6/8/2018	33
Stokes, Judith	Librarian, 1.0 FTE, BA+45, Step 16, \$57,161, HAWT	Retirement	6/8/2018	18.55
Wahl, Nathan	HS Teacher, 1.0 FTE, BA, Step 5, \$44,790, BHS	Resignation	6/8/2018	5

Confirmation of Resignations/Terminations (Professional)

Name	Position	Reason	Effective	Years of Service
Burrows, Robert	Supervisor of Support Services, 1.0 FTE, \$94,242, 12 mos.	Retirement	9/28/2018 Correction to Retirement Date	28.05

**Bozeman Public Schools
Human Resources**

April 9, 2018

REQUIRES BOARD ACTION (con't)

Confirmation of Resignations/Terminations (Classified)

Name	Position	Reason	Effective	Years of Service
Hofman, Claudine	Self Contained PARA, .875 FTE, D07, \$13.81/hr., CJMS, 9.25 mos.	Resignation	6/7/2018	3
Miller, Benjamin	Custodian, 1.0 FTE, G01, \$14.88/hr., MOST, 12 mos.	Resignation	3/9/2018	13 days

REPORT OF ADMINISTRATIVE ACTIONS

Changes and Revisions in Contracts (Classified)

Name	From	To	Effective	Reason
Atkinson, George	Roving Custodian, 1.0 FTE, G04, \$15.77/hr., FAC, 12 mos.	Head Custodian, 1.0 FTE, G04, \$17.37/hr., CENT OFF, 12 mos.	3/19/2018	Change in Assignment, Location and Pay Rate
Banville, Kathryn	Satellite Hostess I, .5625 FTE, FC11, \$14.25/hr., MOST, 9.25 mos.	Satellite Hostess I, .5625 FTE, MOST, .250 FTE, SUPT SVCS, FC11, \$14.25/hr., 9.25 mos.	3/7/2018	Additional Assignment, Increase in FTE/Hrs.
Cole, Kayte	Self Contained PARA, .500 FTE, D01, \$12.30/hr., LONG, 9.25 mos.	Self Contained PARA, .875 FTE, D01, \$12.30/hr., LONG, 9.25 mos.	3/29/2018	Increase in FTE/Hrs.
Garner, Lynn	Non Instructional PARA, .3125 FTE, B01, \$10.90/hr., CJMS, 9.25 mos.	Self Contained PARA, .875 FTE, D01, \$12.30/hr., CJMS, 9.25 mos.	3/22/2018	Change in Assignment and Pay Rate, Increase in FTE/Hrs.
Herman, Clara	Before/Afterschool PARA, .400 FTE, B01, \$10.90/hr., HAWT, 9.25 mos.	Before/Afterschool PARA, .325 FTE, B01, \$10.90/hr., HAWT, 9.25 mos.	3/19/2018	Decrease in FTE/Hrs.
Riva, Reelyn	Before/Afterschool PARA, .3125 FTE, IRVG, Satellite Hostess II, .6875 FTE, WHIT, B01, \$10.90/hr., 9.25 mos.	Satellite Hostess II, .6875 FTE, WHIT, .3125 FTE, SUPT SVCS, B01, \$10.90/hr., 9.25 mos.	4/2/2018	Change in Assignment and Location

Stipends -Extracurricular

Name	Authorized Position	Stipend	Level	Effective
Anderson, Jesse	Track - Asst. Coach - BHS (Longevity)	\$3,817.84	3	3/11/18 - 5/25/18
Benz, Mary Ann	Intramurals - 6th Gr - SMS (63.61% of Level 5 x .5)	\$626.24	5	4/2/18 - 5/9/18
Bridwell, Jourdan	Track - 7th/8th Gr - SMS (63.61% of Level 5 x .5) (Longevity)	\$1,303.12	5	3/19/18 - 5/5/18
Fisher, Jacob	Track - 7th/8th Gr - SMS (63.61% of Level 5 x .5)	\$1,253.00	5	3/19/18 - 5/5/18
Holmquist, Wes	Weightroom Supervisor - Spring - BHS (.50)	\$984.50	5	3/11/18 - 5/25/18
Holmquist, Wes	Summer Gym Supervisor - BHS (.5)	\$1,835.50	3	6/3/18 - 7/31/18
Kraft, Seth	Basketball - Girls 7th Gr - SMS	\$1,253.00	6	1/3/18 - 2/23/18
Martin, Jake	Track - 7th/8th Gr - SMS (63.61% of Level 5 x .5)	\$1,253.00	5	3/19/18 - 5/5/18
Michalcik, Irena	Intramurals - 6th Gr - SMS (63.61% of Level 5 x .5)	\$626.24	5	4/2/18 - 5/9/18
Solyst, Shannon	Intramurals - 6th Gr - CJMS (63.61% of Level 5 x .5)	\$626.24	5	4/2/18 - 5/9/18
Todd, Christine	Intramurals - 6th Gr - CJMS (63.61% of Level 5 x .5)	\$626.24	5	4/2/18 - 5/9/18

**Bozeman Public Schools
Human Resources**

April 9, 2018

REPORT OF ADMINISTRATIVE ACTIONS (con't)

Stipends - Extracurricular (con't)

Name	Authorized Position	Stipend	Level	Effective
Vincent, Kelsi	Track - 7th/8th Gr - CJMS (63.61% of Level 5 x .5)	\$1,253.00	5	3/19/18 - 5/5/18
Warn, Elaine	Track - 7th/8th Gr - SMS (63.61% of Level 5 x .5)	\$1,253.00	5	3/19/18 - 5/5/18
Wesche, Levi	Weightroom Supervisor - Spring - BHS (.50) (Longevity)	\$1,148.32	5	3/11/18 - 5/25/18
Wesche, Levi	Summer Gym Supervisor - BHS (.5) (Longevity)	\$1,982.34	3	6/3/18 - 7/31/18
Wilcox, Jo	Intramurals - Spring - BHS (Longevity)	\$1,353.24	6	3/11/18 - 5/25/18

Stipends - Not Extracurricular

Name	Authorized Position	Stipend	Level	Effective
Bailey, Ian	World Language Coach - Spring - 3 Section(s) - EMDI, HYL, WHIT	\$1,800.00		2/24/18 - 4/10/18
Ben-Youssef, Marie	World Language Coach - Spring - 2 Section(s) - HAWT, MOST	\$1,200.00		2/24/18 - 4/10/18
Calle, Daniela	World Language Coach - Spring - 2 Section(s) - 2-HAWT	\$1,200.00		2/24/18 - 4/10/18
Clark, Christina	World Language Coach - Spring - 1 Section(s) - MOST	\$600.00		2/24/18 - 4/10/18
Cobbs, Georgia	Math STREAM Grant - Design Team Regional Workshop	\$300.00		February 16-17, 2018
Cobbs, Georgia	Math STREAM Grant year 6 - Non Facilitated Module Design	\$600.00		11/10/17 - 3/5/18
Cobbs, Georgia	Math STREAM Grant year 6 - Number Systems & Operations 4-7	\$750.00		2/19/18 - 3/9/18
Donahue, Casey	Gallatin College - 1 year Long/Spring Section(s) - Coding	\$500.00		2017-2018
Easter, Allison	Math STREAM Grant year 6 - Non Facilitated Module Design	\$600.00		11/10/17 - 3/5/18
Ehresmann, Cheryl	Math STREAM Grant - Design Team Regional Workshop	\$300.00		February 16-17, 2018
Ehresmann, Cheryl	Math STREAM Grant year 6 - Math Practices	\$750.00		11/27/17 - 12/17/17
Govaerts, Geraldine	World Language Coach - Spring - 1 Section(s) - MOST	\$600.00		2/24/18 - 4/10/18
Guttormson, Maggie	Math STREAM Grant - Design Team Regional Workshop	\$450.00		February 16-17, 2018
Guttormson, Maggie	Math STREAM Grant year 6 - Describing Data, Grades 4-7	\$750.00		1/29/18 - 2/16/18
Guttormson, Maggie	Math STREAM Grant - Regional Workshop in Miles City (Additional Amount)	\$150.00		October 27-28, 2017
Hanks, Britta	Gallatin College - 1 year Long/Spring Section(s) - German 4	\$500.00		2017-2018
Hedlund, Rick	Gallatin College - 1 year Long/Spring Section(s) - College Welding	\$500.00		2017-2018

**Bozeman Public Schools
Human Resources**

April 9, 2018

REPORT OF ADMINISTRATIVE ACTIONS (con't)

<u>Stipends - Not Extracurricular</u>				
Name	Authorized Position	Stipend	Level	Effective
Hickey, Jacob	Gallatin College - 1 year Long/Spring Section(s) - French 4	\$500.00		2017-2018
Hillenius, Mike	Artistic Design Stipend - Technical Director/Stage Design - Hawk's Night Live	\$1,500.00		March 30-31, 2018
Johnson, Krista	Gallatin College - 1 year Long/Spring Section(s) - Advanced Math	\$500.00		2017-2018
Krogstad, Joanna	Gallatin College - 1 Fall Section(s) - Interior Design	\$500.00		Fall 2017
Lin, Chia	World Language Coach - Spring - .834 Section(s) - IRVG	\$500.40		2/24/18 - 4/10/18
Lucier, Julie	Math STREAM Grant year 6 - Non Facilitated Module Design	\$600.00		11/10/17 - 3/5/18
Matney, Ann	World Language Coach - Spring - .416 Section(s) - IRVG	\$249.60		2/24/18 - 4/10/18
McBride-Bergantine, Stephanie	National Board Certification - Teaching	\$2,000.00		2017-2018
Meeks, Hannah	World Language Coach - Spring - 3 Section(s) - EMDI, LONG, WHIT	\$1,800.00		2/24/18 - 4/10/18
Nixon, Madison	World Language Coach - Spring - 2 Section(s) - IRVG, MDLK	\$1,200.00		2/24/18 - 4/10/18
Obstar, Ashley	Gallatin College - 1 year Long/Spring Section(s) - Advanced Math	\$500.00		2017-2018
Ries, Dan	Math STREAM Grant - Design Team Regional Workshop	\$300.00		February 16-17, 2018
Ries, Dan	Math STREAM Grant year 6 - K-8 Math Practices	\$300.00		March, 2018
Rooney, Tim	World Language Coach - Spring - 5 Section(s) - EMDI, MDLK, 3-MOST	\$3,000.00		2/24/18 - 4/10/18
Sigler, Sarah	Gallatin College - 1 year Long/Spring Section(s) - AP Spanish	\$250.00		2017-2018
Squillace, Sandra	Math STREAM Grant year 6 - NSO K-3	\$1,000.00		2/19/18 - 3/11/18
Squillace, Sandra	Math STREAM Grant year 6 - Non Facilitated Module Design	\$600.00		11/10/17 - 3/5/18
Squillace, Sandra	Math STREAM Grant - Design Team Regional Workshop	\$300.00		February 16-17, 2018
Torres, Paola	World Language Coach - Spring - 3 Section(s) - EMDI, IRVG, HAWT	\$1,800.00		2/24/18 - 4/10/18
Vidyukov, Anna	World Language Coach - Spring - 1 Section(s) - MOST	\$600.00		2/24/18 - 4/10/18
Washtak, Amy	Gallatin College - 1 year Long/Spring Section(s) - Biomed Innovations	\$500.00		2017-2018
Werner, Lisa	Gallatin College - 1 year Long/Spring Section(s) - AP German	\$250.00		2017-2018

**Bozeman Public Schools
Human Resources**

April 9, 2018

REPORT OF ADMINISTRATIVE ACTIONS (con't)

Stipends - Not Extracurricular (con't)

Wittman, Vicki	Homebound Teacher - Up to 5 hrs. total (Hrly. Rate)	\$23.00	3/23/18 - 6/30/18
Wyatt, Jane	Gallatin College - 1 Fall Section(s) - Applied Writing	\$500.00	Fall 2017
Zupan, Linda	World Language Coach - Spring - 1 Section(s) - MOST	\$600.00	2/24/18 - 4/10/18

BOARD MEETING, BOARD OF TRUSTEES, SCHOOL DISTRICT NO. 7 AND HIGH SCHOOL DISTRICT

Open Session

DATE: April 23, 2018

TIME: 6:00 p.m.

PLACE: Willson Board Room

MEMBERS

PRESENT: Andy Willett, Chair
Heide Arneson, Vice Chair
Gary Lusin
Greg Neil
Tanya Reinhardt
Wendy Tage
Sandy Wilson

MEMBERS

ABSENT: Douglas Fischer

STAFF

PRESENT: Robert Watson, Superintendent
Steve Johnson, Deputy Superintendent Operations
Pat Strauss, Director of Human Resources
Mike Waterman, Director of Business Services/District Clerk
Todd Swinehart, Director of Facilities
Nancy Brady, Secretary

OTHERS

PRESENT: Tami Phillippi, BEA Representatives
Student Representatives Keely Larson and Zach Kelsch

MEDIA: Gail Schontzler, Bozeman Chronicle

VISITORS: Approximately 23

Call to Order

The meeting was called to order at 6:00 p.m. by Chair Willett. Following the Roll Call and the Pledge of Allegiance, Willett welcomed visitors and explained the purpose of the meeting and procedures to be followed.

Steve Reardon "AA" Speech Coach of the Year Award

Trustee Neil moved the Board of Trustees adopt the following resolution. Trustee Tage seconded the motion. Motion carried 7-0.

WHEREAS: The Bozeman High School Speech and Debate team won the Montana State "AA" Speech and Debate Championship for the third year in a row.

WHEREAS: Karen Downes was awarded the Steve Reardon "AA" Speech Coach of the Year Award at the Montana Forensics Educator's Association Conference on March 9, 2018.

THEREFORE: Be it resolved that the Board of Trustees recognize and honor Karen Downes.

National History Day Awards

Trustee Wilson moved the Board of Trustees adopt the following resolution. Trustee Neil seconded the motion.
Motion carried 7-0.

- WHEREAS: National History Day promotes an appreciation for historical research among middle and high school students; and
- WHEREAS: The 2018 Montana National History Day State Competition was held at Montana State University on April 7, 2018 with a theme of Conflict and Compromise; and
- WHEREAS: Sacajawea Middle School students Sada Schumann received first place in the Junior Documentary category and Sara Priebe received first place in the Junior Website category; and
- WHEREAS: Bozeman High School students Jessie Kozlowski received first place in the Individual Exhibit category and Sam Boone placed first in the Individual Paper category; and
- WHEREAS: Elaine Warn, a teacher at Bozeman High School, was nominated to represent the State of Montana for the Harris History Teacher Award by the Montana Council for History and Civics, which administers the National History Day Program in Montana; and
- WHEREAS: Nominees demonstrate a commitment to engaging students in historical learning through innovative use of primary sources and active learning strategies, and participation in the National History Day Contest;
- THEREFORE: Be it resolved that the Board of Trustees recognize students Sam Boone, Jessie Kozlowski, Sara Priebe and Sada Schumann and Ms. Elaine Warn for these honors.

AATG/PAD Study Trip Award

Trustee Lusin moved the Board of Trustees adopt the following resolution. Trustee Tage seconded the motion.
Motion carried 7-0.

- WHEREAS: Summer study trips to Germany where award recipients attend school, stay with a German family and travel to important historical and cultural sites are sponsored by the American Association of Teachers of German (AATG) and administered the Pedagogical Exchange Service (PAD), a governmental agency of the Federal Republic of Germany; and
- WHEREAS: Of nearly 22,000 students competing for the study trip, 44 are selected to receive these prestigious prizes: 39 regular study trips lasting three and a half weeks and five study trips for graduating seniors which last a month; and
- WHEREAS: Bozeman High School student Marias Oelkers, having placed in the 90th percentile on the National German Exam and completed an application and interview all in German, has been selected as one of the 39 participants for the AATG-PAD 2018 Regular Summer Study Trip to Germany;
- THEREFORE: Be it resolved that the Board of Trustees recognize and honor Marias Oelkers for this achievement.

2018 National German Exam Awards

Trustee Arneson moved the Board of Trustees adopt the following resolution. Trustee Lusin seconded the motion. Motion carried 7-0.

- WHEREAS: The National German Examination, now in its 58th year, provides individual diagnostic feedback, rewards students through a regional and national prize program, and creates a sense of accomplishment for German students; and
- WHEREAS: Nearly 22,000 students from nearly 700 schools participated in the 2018 National German Exam and 8 students took the exam at BHS in levels 2, 3 and 4; and
- WHEREAS: Of those 22,000 students, BHS student Marias Oelkers was one of 40 students having scored in the 90th percentile or above who was selected for the AATG-PAD 2018 Regular Summer Study Trip to Germany, where she will stay with a German family and travel to important historical and cultural sites; and
- WHEREAS: National German Exam participants who score above the national average are recognized with certificates in four levels of top achievement. 29 Bozeman High students were recognized by the AATG for their achievement on the exam; 11 students, scoring in the 60th percentile, were awarded certificates of achievement, 7 students, scoring in the 70th percentile, were awarded bronze medals, 6 students, scoring in the 80th percentile, were awarded silver medals, and 4 students, placing in the 90th percentile, were awarded gold medals. Of the 4 gold medal winners, 2 students were eligible to apply for the Summer Study Trip Award;
- THEREFORE: Be it resolved that the Board of Trustees recognize and honor;
- | | | |
|---------|---------------------------|--------------|
| Level 4 | Siera Gallagher | Silver Medal |
| Level 3 | Blythe Foster-Wagamon | Silver Medal |
| | Emilia Wilson | Silver Medal |
| Level 2 | Amanda Conradt | Gold Medal |
| | Arlo Hollander | Gold Medal |
| | Abby Mize | Gold Medal |
| | Marias Oelkers | Gold Medal |
| | Christly Bright-Agindotan | Silver Medal |
| | Parker Summerhill | Silver Medal |
| | Haley Turner | Silver Medal |

Consent Agenda – High School and Both Districts

Trustee Tage moved that the Board of Trustees approve items #6, 8 and 12. Trustee Wilson seconded the motion. Motion carried 5-0 (Trustees Arneson and Lusin absent).

6. **High School #2 – Approval of GC/CM Contract Amendment, Bid Package #2**
8. **Bid Approval – Willson Exterior Stabilization**

12. Authorize Federal, State, Foundation and Local Grant Applications and Appoint the District Authorized Representative

Superintendent's Report

Student Representatives Keely Larson and Zach Kelsch reported on:

- Prom and After-Prom
- HAWKS Night Live Encore Assembly
- Senior Party (No Senior Trip) – The Senior Party will be held at Bozeman Hot Springs

Superintendent Watson's report included:

- Spring Activities include:
 - BHS Graduation June 3
 - MTSBA Delegate Assembly June 8
 - Board Meeting June 11
 - July 9 Board Meeting moved to July 16
- Distributed a list of Education Sessions for the Levy

Board of Trustees

Trustee Lusin reported MTSBA would like feedback regarding proposed resolutions by May 18.

Trustee Wilson is visiting the rural feeder schools for the second time this year. She invited Trustees and Administration to join her.

Public Participation on Non-Agenda Items

None

Van Winkle Stadium – Approve Final Design

Director of Facilities Todd Swinehart introduced this item and explained the process to date.

Jeff Lusin, NE45 Architecture, gave a presentation on the proposed final design for the Van Winkle Stadium which included:

- Existing Site Amenities
- Overall Site
- Stadium Site Plan
- Plaza Site Plan
- North End Site Plan
- Stadium Support Building
- Team Building
- Press Box
- Stadium Support Building
- Multi-Purpose Stadium

Trustee Tague moved the Board of Trustees approve the Final Design for Van Winkle Stadium. Trustee Wilson seconded the motion. Motion carried 7-0.

High School #2 – Approve Final Design

Todd Swinehart, Director of Facilities, introduced this item, providing the Board with a brief background and timeline of the project to date.

Bob Franzen, Nathan Helfrich, CTA Architects, gave a PowerPoint presentation providing information on the final design plans for High School #2.

The presentation included:

- Overview of Site
- Major Program Elements
 - Commons – Town Square
 - Administration & Student Services
 - Classrooms
 - Special Education
 - Visual Arts
 - Performing Arts
 - Auditorium
 - Library
 - CTE
 - Athletics
 - Support
- Summary

Franzen and Helfrich answered Trustees questions.

Roger Davis, Langlas & Associates, updated the Board on the bidding process.

Trustee Reinhardt moved the Board of Trustees approve the Final Design for High School #2. Trustee Tague seconded the motion. Motion carried 7-0.

Annual Review – School Safety

Deputy Superintendent Marilyn King explained the purpose of this item is to:

1. Review District Policy #8301
2. Consider the recommendations from the District Safety Committee and direct administration to further explore these recommendations and present LRSP action plan(s) to the Board for potential implementation.

King updated the Board on the work of the District Safety Committee, which met on March 19 and April 17, 2018 to discuss recommendations related to school intruders. Their recommendations are categorized in four main areas:

1. Personnel/Armed Tactics
2. Facilities
3. Professional Development/Technology
4. Social Emotional

Members of the Working Groups gave a brief report and answered Trustees' questions:

1. Personnel/Armed Tactics
Captain Corey Klumb, Bozeman Police Department
2. Facilities
Steve Johnson, Deputy Superintendent Operations
3. Professional development & technology
Pat Strauss, Director of Human Resources
4. Social & Emotional
Laura St. John, SAFE-TI Project Director

Trustee Reinhardt moved the Board of Trustees approve the Superintendent's Recommendation to accept Policy #8301 as currently written and further accept the safety recommendations from the District Safety Committee and direct administration to further explore these recommendations with regard to budget and implementation feasibility, noting that tools purchased need to be appropriate for the specific classroom, but not necessarily consistent. In addition, administration is directed to work with the District Safety Committee to develop an LRSP action plan for potential implementation of these recommendations and present the plan at a future Board meeting. Trustee Willett seconded the motion. Motion carried 7-0.

Public Comments were made by Karen Lum. Karen thanked the Safety Committee members for their efforts and commented on the SROs.

Implementation of Standards Based Reporting, Grades 6-8

Deputy Superintendent Marilyn King reported the roll out of the full Implement of Standards Based Reporting, Grades 6-8, is scheduled for the beginning of the 2018-19 school year.


Brian Ayers, CJMS Principal; Gordon Grissom, SMS Principal; Cale VanVelkinburg, SMS Assistant Principal; Randy VanDyk, CJMS Assistant Principal; and Charissa Johaneson, CJMS Teacher, gave a presentation on the Standards Based Reporting which included:

- Implementation of Standards Based Reporting, Grades 6-8
- Rationale for the change
- What this will look like – Fall 2018 (Start of term)
- Committee Work
- Journey
- Demonstration
- Promotional and Educational Materials for Families
- Support for Teachers

The meeting adjourned at 9:26 pm.

Andy Willett, Board Chair

Mike Waterman, District Clerk

	Wilson	Willett	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: 2018 NATIONAL LATIN EXAM AWARDS

CATEGORY: RECOGNITION AND AWARDS

ORIGINATED BY: Marilyn King, Deputy Superintendent Instruction

OTHERS INVOLVED: Erika Shupe, Latin Instructor

PRESENTED BY: Erika Shupe, Latin Instructor

DATA EXPANSION: None

COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District RECOGNITION
May 14, 2018

SUPERINTENDENT'S RECOMMENDATION:

It is recommended the Board of Trustees adopt the following resolution:


WHEREAS: The National Latin Examination is a standardized assessment tool. This was the eighth consecutive year that Bozeman High School Latin students have participated in the National Latin Examination. Schools in all 50 states and 24 foreign countries give the National Latin Exam to measure the proficiency and academic achievement levels in studying Latin as a foreign language; and

WHEREAS: A total of 143,000 students took the exam globally this year and 41 voluntarily took the exam at BHS this March in accordance with national World Language Week; and

WHEREAS: National Latin Exam participants who score above the national average are recognized with certificates in four levels of top achievement. Bozeman had 18 students earning such accolades this year. Gold medals are awarded nationally to those students who score *summa cum laude*. Silver medals are awarded nationally to those students who score *maxima cum laude*, which is the equivalent of placing above the 80th percentile nationwide. Four BHS students of Latin earned a silver medal at their level are recognized for their outstanding level of academic achievement;

THEREFORE: Be it resolved that the Board of Trustees recognize and honor:

Level 2	Oliver Cole, silver medal
Level 2	Ani Hadley, silver medal
Level 2	Seth Wyatt, silver medal
Level 3	Tabor Roulson, silver medal

	Wilson	Willet	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: 2018 MONTANA STATE TECHNOLOGY STUDENT ASSOCIATION CONFERENCE AWARDS
CATEGORY: RECOGNITION AND AWARDS
ORIGINATED BY: Marilyn King,
Deputy Superintendent Instruction
OTHERS INVOLVED: Glenn Bradbury, Karl Schwartz, Carl Poeschl, Ashley Brumwell, BHS Teachers; Gordon Chamberlain, SMS Teacher
PRESENTED BY: Glenn Bradbury and Karl Schwartz, BHS Teachers
DATA EXPANSION: N/A
COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District RECOGNITION
May 14, 2018

SUPERINTENDENT'S RECOMMENDATION:

It is recommended the Board of Trustees adopt the following resolution:

- WHEREAS:** The Technology Student Association (TSA) is a national, non-profit organization of middle and high school students that provides leadership and opportunities in technology, innovation, design and engineering. Members apply STEM (science, technology, engineering and mathematics) concepts through co-curricular programs; and
- WHEREAS:** Students competed at the state conference, held in Billings on April 9-10, 2018; and
- WHEREAS:** This year, Bozeman High School students competed in multiple events, and won awards in six of those events, including the High School VEX Robotics Challenge Tournament Champions; and
- WHEREAS:** This year, Sacajawea Middle School students competed and won the Middle School VEX Robotics Challenge Tournament; and
- WHEREAS:** The following students took first place awards:

Molly Taylor – Career Planning


Molly Taylor and Keely Kempt – Techno Talk

Riley Nicholas – Line Follower

Emily Schmidt and Kyle Malcolm – High School VEX Robotics Challenge- Tournament Champions

Zach Serocki, John Kim, and Jerry Broderick – Middle School VEX Robotics Challenge- Tournament Champions

THEREFORE: Be it resolved that the Board of Trustees recognize and honor Jerry Broderick, Keely Kempt, John Kim, Kyle Malcolm, Riley Nicholas, Emily Schmidt, Zach Serocki, and Molly Taylor for excellence at the 2018 Technology Student Association State Conference.

	Wilson	Willett	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: CANVASS THE RESULTS OF THE MAY 8, 2018 SCHOOL ELECTION

CATEGORY: ANNUAL ELECTION AND BOARD REORGANIZATION

ORIGINATED BY: Mike Waterman, District Clerk

OTHERS INVOLVED: Steve Johnson, Deputy Superintendent Operations; Charlotte Mills, Gallatin County Election Administrator

DATA EXPANSION: None

COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District ACTION
Effective May 14, 2018

ISSUE:

Canvass the results of the May 8, 2018 school election.

FACTS:

- 20-20-415, MCA requires the Board of Trustees to canvass the results of an election at its first regular or special meeting following an election.
- The preliminary results of the election as reported by the County Election Administrator were:

Elementary Trustee Election (three 3-year positions)

	<u>Votes For</u>
Douglas Fischer	7,029
Gary Lusin	7,332
Gary Bullybuster McGowan	2,247
Wendy Tage	7,719

High School Trustee Election (one 3-year position)

	<u>Votes For</u>
Sandra Kline Wilson	1,498

Levy Issues

	<u>For</u>	<u>Against</u>
Elementary General Fund Levy (\$291,000)	8,119	4,000
High School General Fund Levy (\$163,000)	9,186	4,728

Elementary Land Acquisition Issues

	<u>For</u>	<u>Against</u>
Baxter and Davis	9,257	2,826
Woodland Park	9,290	2,807


- Final vote counts are still being counted as of the time of this writing. Final counts will be provided at the meeting.

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the Board of Trustees:

- Accept the Official Tally of the Gallatin County Election Administrator for the Annual School Election held on May 8, 2018
- Certify the election of Douglas Fischer, Gary Lusin, and Wendy Tage for three-year terms on the Elementary School Board
- Certify the election of Sandra Kline Wilson for a three-year term on the High School Board
- Certify the passage of the Elementary General Fund Levy of Two Hundred Ninety-One Thousand Dollars (\$291,000)
- Certify the passage of the High School General Fund Levy of One Hundred Sixty-Three Thousand Dollars (\$163,000)
- Certify the approval to acquire elementary property located near Baxter and Davis Roads
- Certify the approval to acquire elementary property located in the Woodland Park subdivision

It is further recommended that the Trustees adopt the attached Certificate of Election.

	Wilson	Willett	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: OATH OF OFFICE
 CATEGORY: ANNUAL ELECTION AND BOARD REORGANIZATION
 ORIGINATED BY: Mike Waterman, District Clerk
 OTHERS INVOLVED : Newly Elected Trustees
 DATA EXPANSION: Certificates of Election
 COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District ACTION
 Effective May 14, 2018

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the Oath of Office be administered to newly elected Trustees.

DISCUSSION:

Gallatin County Superintendent Matthew Henry will administer the Oath of Office to newly elected Trustees Douglas Fischer, Gary Lusin, Wendy Tage, and Sandra Kline Wilson prior to their being seated on the Board of Trustees.

CERTIFICATE OF ELECTION OF TRUSTEE

THIS IS TO CERTIFY that at the annual school election of the Board of Trustees of Bozeman School District No. 7 of Gallatin County, State of Montana, held on the 8th day of May 2018, **DOUGLAS FISCHER** was duly elected to fill the office of Trustee for the term of three years, beginning on the 14th day of May 2018, and ending at the trustee organizational meeting in May 2021.

DATED this 14th day of May 2018

Mike Waterman
Business Manager/District Clerk

Andy Willett
Board Chair

Bozeman School District No. 07, Gallatin County, State of Montana.

OATH OF OFFICE

I do solemnly swear that I will support, protect, and defend the Constitution of the United States, and the Constitution of the State of Montana, and that I will discharge the duties of my office with fidelity (so help me God).

Signature of Trustee: _____
Douglas Fischer

Subscribed and sworn to me this 14th day of May 2018.

Matthew Henry,
Gallatin County Superintendent of Schools

NOTE: §20-3-307 (1), M.C.A., 2017, (1) A person who receives a certificate of election as a trustee under the provisions of [§20-3-313](#) or [§20-20-416](#) may not assume the trustee position until the person has qualified. The person shall qualify by taking an oath of office administered by the county superintendent, the superintendent's designee, or any official provided for in [§1-6-101](#) or [§2-16-116](#). The oath must be filed with the county superintendent not more than 15 days after the receipt of the certificate of election. After a person has qualified for a trustee position, the person holds the position until a successor has been elected or appointed and has been qualified.

Upon completion of this certificate, forward to the County Superintendent of Schools. §20-20-406

CERTIFICATE OF ELECTION OF TRUSTEE

THIS IS TO CERTIFY that at the annual school election of the Board of Trustees of Bozeman School District No. 7 of Gallatin County, State of Montana, held on the 8th day of May 2018, **GARY LUSIN** was duly elected to fill the office of Trustee for the term of three years, beginning on the 14th day of May 2018, and ending at the trustee organizational meeting in May 2021.

DATED this 14th day of May 2018

Mike Waterman
Business Manager/District Clerk

Andy Willett
Board Chair

Bozeman School District No. 07, Gallatin County, State of Montana.

OATH OF OFFICE

I do solemnly swear that I will support, protect, and defend the Constitution of the United States, and the Constitution of the State of Montana, and that I will discharge the duties of my office with fidelity (so help me God).

Signature of Trustee: _____
Gary Lusin

Subscribed and sworn to me this 14th day of May 2018.

Matthew Henry,
Gallatin County Superintendent of Schools

NOTE: §20-3-307 (1), M.C.A., 2017, (1) A person who receives a certificate of election as a trustee under the provisions of [§20-3-313](#) or [§20-20-416](#) may not assume the trustee position until the person has qualified. The person shall qualify by taking an oath of office administered by the county superintendent, the superintendent's designee, or any official provided for in [§1-6-101](#) or [§2-16-116](#). The oath must be filed with the county superintendent not more than 15 days after the receipt of the certificate of election. After a person has qualified for a trustee position, the person holds the position until a successor has been elected or appointed and has been qualified.

Upon completion of this certificate, forward to the County Superintendent of Schools. §20-20-406

CERTIFICATE OF ELECTION OF TRUSTEE

THIS IS TO CERTIFY that at the annual school election of the Board of Trustees of Bozeman School District No. 7 of Gallatin County, State of Montana, held on the 8th day of May 2018, **WENDY TAGE** was duly elected to fill the office of Trustee for the term of three years, beginning on the 14th day of May 2018, and ending at the trustee organizational meeting in May 2021.

DATED this 14th day of May 2018

Mike Waterman
Business Manager/District Clerk

Andy Willett
Board Chair

Bozeman School District No. 07, Gallatin County, State of Montana.

OATH OF OFFICE

I do solemnly swear that I will support, protect, and defend the Constitution of the United States, and the Constitution of the State of Montana, and that I will discharge the duties of my office with fidelity (so help me God).

Signature of Trustee: _____
Wendy Tage

Subscribed and sworn to me this 14th day of May 2018.

Matthew Henry,
Gallatin County Superintendent of Schools

NOTE: §20-3-307 (1), M.C.A., 2017, (1) A person who receives a certificate of election as a trustee under the provisions of [§20-3-313](#) or [§20-20-416](#) may not assume the trustee position until the person has qualified. The person shall qualify by taking an oath of office administered by the county superintendent, the superintendent's designee, or any official provided for in [§1-6-101](#) or [§2-16-116](#). The oath must be filed with the county superintendent not more than 15 days after the receipt of the certificate of election. After a person has qualified for a trustee position, the person holds the position until a successor has been elected or appointed and has been qualified.

Upon completion of this certificate, forward to the County Superintendent of Schools. §20-20-406

CERTIFICATE OF ELECTION OF TRUSTEE

THIS IS TO CERTIFY that at the annual school election of the Board of Trustees of Bozeman School District No. 7 of Gallatin County, State of Montana, held on the 8th day of May 2018, **SANDRA KLINE WILSON** was duly elected to fill the office of High School Trustee for the term of three years, beginning on the 14th day of May 2018, and ending at the trustee organizational meeting in May 2021.

DATED this 14th day of May 2018

Mike Waterman
Business Manager/District Clerk

Andy Willett
Board Chair

Bozeman School District No. 07, Gallatin County, State of Montana.

OATH OF OFFICE

I do solemnly swear that I will support, protect, and defend the Constitution of the United States, and the Constitution of the State of Montana, and that I will discharge the duties of my office with fidelity (so help me God).


Signature of Trustee: _____
Sandra Kline Wilson

Subscribed and sworn to me this 14th day of May 2018.

Matthew Henry,
Gallatin County Superintendent of Schools

NOTE: §20-3-307 (1), M.C.A., 2017, (1) A person who receives a certificate of election as a trustee under the provisions of §20-3-313 or §20-20-416 may not assume the trustee position until the person has qualified. The person shall qualify by taking an oath of office administered by the county superintendent, the superintendent's designee, or any official provided for in §1-6-101 or §2-16-116. The oath must be filed with the county superintendent not more than 15 days after the receipt of the certificate of election. After a person has qualified for a trustee position, the person holds the position until a successor has been elected or appointed and has been qualified.

Upon completion of this certificate, forward to the County Superintendent of Schools. §20-20-406

	Wilson	Willet	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: REORGANIZATION OF THE BOARD OF TRUSTEES

CATEGORY: ANNUAL ELECTION AND BOARD REORGANIZATION

ORIGINATED BY: Mike Waterman, District Clerk

OTHERS INVOLVED: Board of Trustees

DATA EXPANSION: Clerk Certificate of Appointment

COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District ACTION
Effective May 14, 2018

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the Board of Trustees reorganize as required by law and District policy by electing a Chair, Vice Chair, and appointing Mike Waterman as District Clerk.

DISCUSSION:

20-3-321, MCA provides that the trustees of each district shall annually organize as a governing board of the district after the regular Election Day, and after the issuance of election certificates to the newly elected trustees, but no later than the third Saturday of May. In order to organize, the trustees of the district shall be given notice of the time and place where the organizational meeting will be held, and at such meeting they shall choose one of their members to act as Chair. In addition, the trustees shall appoint a competent person, who is not a member of the trustees, as Clerk of the District. The chair of the trustees shall serve until the next organizational meeting.

It is recommended that the Board Chair appoint Mike Waterman, District Clerk, to conduct the reorganizational meeting for the purpose of election of a Chair. Upon receiving nominations from the Board and electing individuals to this position, the newly elected Chair will assume the chairship duties. It is recommended that the following procedure be used for the conduct of the reorganizational meeting.

Suggested Procedure for Reorganization of the Board

1. The District Clerk will declare the reorganizational meeting open and call for nominations for Chair of the Board. Nominations will be closed in one of two ways. The first is by passage of a motion "For nominations to be closed." The second is by the Clerk to ask for "any other nominations" three consecutive times. Hearing no further nominations, the Clerk will close nominations.
2. If there is more than one nominee for Chair, the Board will vote for the nominee of their choice. The vote of each trustee must be recorded in the minutes. If no trustee receives a majority vote for Chair, a revote will be called on the two (or three in case of a tie) top vote getters to determine the Chair.
3. The meeting will then be turned over to the newly elected Chair who will follow the steps outlined in (1) and (2) above for the selection of a Vice Chair.
4. The Chair will then ask for a motion for appointment of a District Clerk. The Board will vote on the motion.
5. The reorganizational meeting will be declared over and the new Board will proceed with the rest of the agenda.

CERTIFICATE OF APPOINTMENT
OF

Business Manager/District Clerk

*To Mike Waterman of Bozeman, Montana, and the County
Superintendent of Schools of Gallatin County, Montana.*


GREETINGS

***THIS IS TO CERTIFY that at a regular meeting of the Board of
Trustees of Bozeman School District #7
of Gallatin County, Montana, which was held on the 14th day of May 2018,
Mike Waterman was duly appointed to fill the office of
Business Manager/District Clerk.***

Signatures of Trustees of Bozeman School District #7

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Upon completion send to Gallatin County Superintendent of Schools

	Arneson	Fischer	Lusin	Neil	Reinhardt	Tage	Willett	Wilson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: HIGH SCHOOL BOND UPDATE

CATEGORY: ACTION ITEM - CONSENT

ORIGINATED BY: Todd Swinehart, Director of Facilities

OTHERS INVOLVED: Matt Stark, Facilities Project Manager, Steve Johnson, Deputy Superintendent of Operations

DATA EXPANSION: High School 2 Monthly Project Report

COST/FUND SOURCE: \$125,000,000

IMPLEMENTATION

ACTION: High School District ACTION
Effective May 14, 2018

ISSUE:

Shall the Board accept the attached OCR report?

FACTS:

The attached report has been developed by the Owner's Construction Representative, along with project architects and contractors to reflect the most recent status of the projects.

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the Board accept the report as presented.

OTHER ALTERNATIVES:

Discuss the report and/or change the recommendations.

DISCUSSION:

Project: 2nd High School

Schedule

1. Bid Package #1 was approved by the board of trustees on March 5, 2018 for a sum of \$14,251,316.
2. Bid Package #2 was approved by the board of trustees on April 23, 2018 for a sum of \$27,281,392.
3. Bid Package #3 is currently being advertised with a bid opening date of May 23, 2018.
4. Bid Package #3 is scheduled to be approved by the Board of Trustees at a special meeting, to be determined, between the regular meetings scheduled on June 11, 2018 and July 16, 2018.

Construction began in earnest after the groundbreaking ceremony on March 26, 2018 with the bulk of the effort primarily concentrated around earth moving and preparations for the structural foundation.

Project: Van Winkle Stadium and Site Improvement

Upcoming events:

June 2, 2018 – City of Bozeman Exemption Hearing

June 15, 2018 – Proposed bid opening. Bids to be approved by the Board of Trustees at a special meeting, to be determined, between the regular meetings scheduled on June 11, 2018 and July 16, 2018.

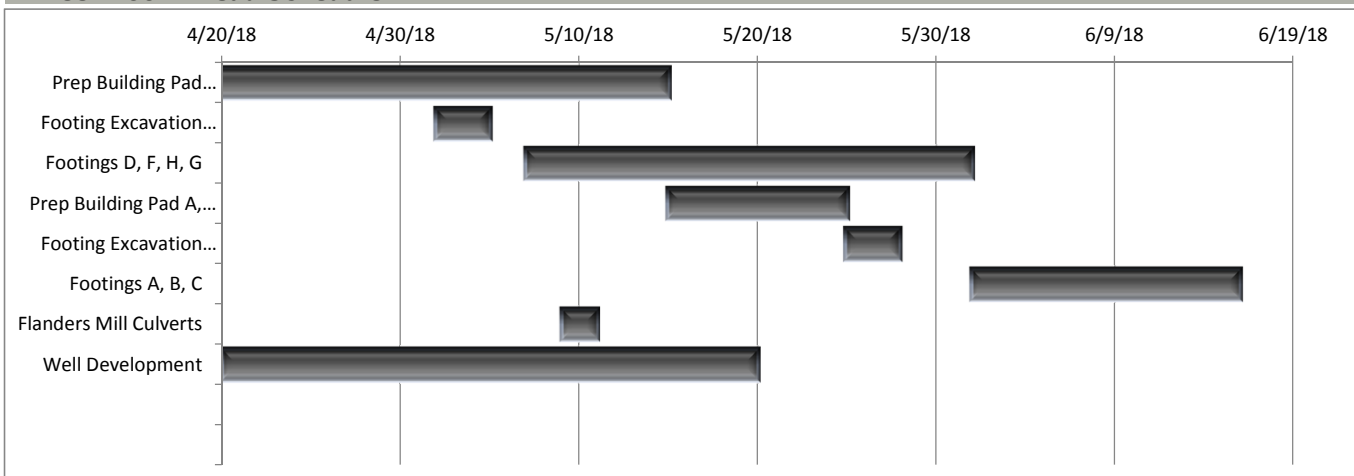
100% construction drawings will be completed by Monday, May 21, with anticipated bid opening around June 15. Construction is most likely to begin around June 25. Scope of work to include new artificial turf field, new stadium complex including bleachers, press box, concessions and restrooms, new relocated softball fields, expansion of Ruth Thibeault Way, added parking and installation of new infrastructure and utilities including water, sewer, gas, storm and power.

Future Bozeman High School

Monthly Project Report May 9, 2018

Project Data				Current Tasks/Issue Tracking
Report Number	1			<u>Bozeman School District</u>
Date	5/9/2018			Impact Fees
CM Superintendent	Josh Heningman			Flanders Mill Sidewalk Subgrade reiew with TDH
CM Project Manager	Roger Davis			Foundation Permit with City
Current Plans Dated	Core & Shell Drawings - 3.16.18			ROW for Roundabout
Permits	Permit #			<u>CTA Architects</u>
Core and Shell Permit				BP#3 is out to bid and working on Addendum and Plans
Tenant Improvement Permit				Reviewing Underground Plumbing
				Reviewing PR #1 for City Changes to BP#1
				Submittals and RFI Review
				Foundation Permit with City
Schedule Milestones	Baseline Start	Current	Change	<u>Langlas & Associates</u>
Foundation Permit	5/7/2018			Submittals for BP#1 and BP#2
Pour Footings in D, F, H, G	5/10/2018			Precon Meetings for Foundation Systems
Start Round about	5/14/2018			Working on Steel Shop Shop Drawing Review
			-	Well Development and Testing
			-	Foundation Permit with City
			-	Bidding BP#3, bidder involvment, and bid questions
			-	
			-	<u>Upcoming Activities</u>
			-	Bids Due for BP#3 on 5/23
			-	Starting to place concrete as soon as we have the permit
			-	Well water testing

4 Week Look Ahead Schedule



Progress Photos



Building Excavation 4.10.18



Excavation and Dewatering 4.10.18




BMP Installation 3.21.18



Dewatering 4.10.18



Building Excavation 4.18.18

	Arneson	Fischer	Lusin	Neil	Reinhardt	Tage	Willett	Wilson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: 6-12 SCIENCE PRIMARY/CORE RESOURCE PURCHASE

CATEGORY: ACTION ITEM - CONSENT

ORIGINATED BY: Marilyn King,
Deputy Superintendent Instruction

OTHERS INVOLVED: Robin Miller, Curriculum Director; Jerry Reisig, 9-12 Administrator; Brian Ayers, 6-8 Administrator; Robin Arnold, K-5 Administrator; Hilary Klug, 9-12 Curriculum Specialist; Kristi Gaines, K-8 Science TOSA; Dennis Watkins, HS Science Dept. Chair; K-12 Science Committee Members

DATA EXPANSION: [Policy #2311](#) (Instructional Materials)
[Science Standards](#)
[Science Resource Selection](#)

COST/FUND SOURCE: Elementary and High School General Fund
[6 - 8 Science Primary/Core Resource](#)
[9 - 12 Science Primary/Core Resource](#)

IMPLEMENTATION

ACTION: Elementary and High School District ACTION
Effective May 14, 2018

ISSUE:

Purchase of 6-12 Science Primary/Core Resources.

FACTS:

1. BSD7 Board of Trustees adopted new [Science Standards](#) in spring 2017
2. The top resources and the review process was shared with the Board of Trustees Dec. 18, 2017: [Science Resource Selection](#).
3. K-5:
After completion of two pilots:
 - a. Mystery Science, developers: Mystery Science
 - b. Amplify, developers: UC Berkeley's Lawrence Hall of Science
 K-5 teachers recommended not purchasing a new primary/core resource at this time. Both resources are currently having edits made and another year is needed for further development by publishers. During the 2018-19 school year, all K-5 teachers will receive training and implement PLTW. Spring 2019, K-5 teachers will review primary/core resource options again.
4. 6-8:
After completion of two pilots:
 - a. Science and Technology Concepts (STC), publisher: Carolina Biological Supply


- b. Amplify, developers: UC Berkeley's Lawrence Hall of Science
- 6-8 teachers recommended purchasing Science and Technology Concepts (STC), publisher: Carolina Biological Supply to administration. Administration supports the recommendation and submitted a budget request [6 - 8 Science Primary/Core Resource](#).
- 5. 9-12:
 - After a review of the top three resources:
 - a. Discovery Techbook
 - b. McGraw Hill
 - c. StemScopes
 - 9-12 Teachers recommended purchasing Science Techbook, publisher: Discovery Education to administration. Administration supports the recommendation and submitted a budget request [9 - 12 Science Primary/Core Resource](#).
- 6. This curriculum work supports: Goal Area 1: Academic Performance
Strategic Objectives:
 - 1.01 Personalize learning for each student to help all realize sustained academic growth in all content areas.
 - 1.02 Utilize content area standards in planning and instruction in conjunction with performance based grading and reporting practices.
 - 1.03 Use technology to improve productivity and learning opportunities.
 - 1.04 Utilize meaningful, job-embedded professional development to support student achievement.
 - 1.05 Offer learning opportunities beyond the walls of the school for K-12 students.
 - 1.06 Prepare all students to be College and Career Ready to engage in a global community.

SUPERINTENDENT'S RECOMMENDATION:

- 1. It is recommended that Trustees approve the purchase of 6 - 12 Primary/Core Science Resources as listed.

OTHER ALTERNATIVES:

- 1 Do not approve.
- 2 Discuss further.

	Wilson	Willett	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

ISSUE: REQUEST COUNTY CLERK & RECORDER CONDUCT 2018-19 ELECTIONS

CATEGORY: ACTION ITEM - CONSENT

ORIGINATED BY: Mike Waterman, District Clerk

OTHERS INVOLVED: Charlotte Mills, Gallatin County Clerk and Recorder

DATA EXPANSION: None

COST/FUND SOURCE: \$35,000 each Elementary and High School General Funds, \$70,000 total

IMPLEMENTATION

ACTION: Elementary and High School District ACTION
Effective May 14, 2018

ISSUE:

Shall the Board request the Gallatin County Clerk and Recorder to conduct the school elections for 2018-19?

FACTS:

1. 20-20-401(1), MCA states the Trustees are the general supervisors of school elections unless the Trustees request and the county election administrator agrees to conduct a school election. By June 1 of each year Trustees may request the county election administrator to conduct certain school elections during the ensuing year.
2. At this time, it is anticipated the only election the District will have next year is the regular school election on May 7, 2019.

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the Board request the County Election Administrator to conduct the 2018-19 school elections as allowed by State law.

OTHER ALTERNATIVES:


1. Do not make the request and have the District Clerk conduct the elections.

DISCUSSION:

The costs and time involved in conducting polling place elections has increased considerably over the last few years. This increase is a result of changes in laws relating to the conduct of elections. The most significant of those changes is the maintenance of the permanent absentee voter list, by which voters elect to have their ballots mailed to them. The list has been increasingly popular: over 80% of our active registered voters are on the permanent absentee voter list.

The County Election department is responsible to conduct all Federal, State, County, City and special district elections (other than school districts). Because of this they have a dedicated, experienced election staff as well as state-of-the-art voting equipment. Further, the County Election department has conducted the last seven elections for the District, and all have been seamless.

It should be noted that the County Election Administrator has determined that the only way her office will run our school election is by mail ballot. Due to the size of the permanent absentee list and the District's ongoing goal of public accountability and transparency, the District understands the value of mail ballot elections and remains open to them.

	Wilson	Willett	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: PERSONNEL ACTIONS
 CATEGORY: ACTION ITEM - CONSENT
 ORIGINATED BY: Pat Strauss,
 Director of Human Resources
 OTHERS INVOLVED: Robert Watson,
 Superintendent
 DATA EXPANSION: Accompanying Personnel
 Actions Report
 COST/FUND SOURCE: Salaries are listed for each employee

IMPLEMENTATION

ACTION: Elementary and High School District ACTION
 Effective May 14, 2018

SUPERINTENDENT'S RECOMMENDATION

It is recommended that the Board of Trustees confirm the attached personnel actions involving certified and classified personnel. Also attached is a report of administrative actions regarding personnel which have transpired since the last meeting.

DISCUSSION:

These appointments are made as the result of careful attention to Board policy, Title IX regulations, and Federal and State laws. All applicants are evaluated with respect to the criteria for each advertised position to ensure that only the most suitable candidates are recommended.

**Bozeman Public Schools
Human Resources**

May 14, 2018

REQUIRES BOARD ACTION

Confirmation of Employment (Certified)

Name	Position	Level/Step	Effective	Salary
Cooper, Jeanne	MS Counselor, 1.0 FTE, SMS	BA(M)+90, Step 5	8/20/2018	\$57,696.00
Lee, Justin	School Psychologist, 1.0 FTE, BHS	BA(M)+105, Step 4	8/20/2018	\$58,059.00
Warren, Nicholas	MS Counselor, 1.0 FTE, SMS	BA(M)+105, Step 5	8/20/2018	\$59,351.00

Confirmation of Employment (Classified)

Name	Position	Unit/Grade Step	Effective	Hourly Rate
Bechtold, Peggy	FS Specialist, 1.0 FTE, Supt. Svcs., 9.25 mos.	FB1	4/16/2018	\$10.90
Brubaker, Bailey	SPED PreK PARA, .0875 FTE, WHIT, 9.25 mos.	D01	4/18/2018	\$12.30
Cuchine, Denis	Roving Custodian, 1.0 FTE, FAC, 12 mos.	G05	4/16/2018	\$16.08
Hays, Logan	Before/Afterschool PARA, .225 FTE, LONG, 9.25 mos.	B01	4/17/2018	\$10.90
Howie, Mikaela	Title 1 PARA, .1875 FTE, Disc PARA, .500 FTE, WHIT, 9.25 mos.	B02	4/9/2018	\$11.11

Confirmation of Request for Leave of Absence (Certified)

Name	Position	Reason	Effective Dates
Barr, Cherie	Elementary Teacher, .50 FTE, EMDI	LOA	2018-2019
Hanks, Britta	German Teacher, 1.0 FTE, BHS	LOA	2018-2019
Hilton-Taylor, Eleanora	School Psychologist, .60 FTE, HYL	FMLA	8/22/18 - 11/14/18
Schultz, Jessica	Elementary Teacher, 1.0 FTE, IRVG	FMLA	8/22/18 - 11/16/18
Sherrill, Perri	Instructional Coach, 1.0 FTE, BHS	LOA	2018-2019
Shupe, Erika	Latin Teacher, .60 FTE, BHS	LOA	2018-2019
Smith, Stacie	Art Teacher, 1.0 FTE, BHS	LOA .20 of 1.0 FTE	2018-2019

Confirmation of Request for Leave of Absence (Classified)

Name	Position	Reason	Effective Dates
Chapman, Kari	Executive Secretary, .850 FTE, EMDI, 10 mos.	LOA	2018 - 2019
Stringham, Misty	Head Custodian, 1.0 FTE, SMS, 12 mos.	LOA	6/1/18 - 6/1/19

Confirmation of Resignations/Terminations (Administrative)

Name	Position	Reason	Effective	Years of Service
Maheras, Andrew	Asst. Principal, 1.0 FTE, \$101,780, BHS	Resignation	6/15/2018	3

Confirmation of Resignations/Terminations (Certified)

Name	Position	Reason	Effective	Years of Service
Albers, Christina	MS Teacher - 1.0 FTE, BA(M)+105, Step 17, \$73,550, CJMS	Resignation	6/8/2018	14
Arnold, Sallie	Music Teacher, .85 FTE, HAWT, .15 FTE, MOST, BA(M)+45, Step 4, \$50,757	One Year Only	6/8/2018	1
Beitel, Michelle	Elementary Teacher, 1.0 FTE, BA(M)+60, Step 10, \$12,624.81, MDLK	Resignation	4/16/2018 Correction to Term Date	7.4
Butterfield, Tanner	SPED Teacher, 1.0 FTE, BA, Step 1, \$18,080.91, WHIT	One Year Only	6/8/2018	85 Days

**Bozeman Public Schools
Human Resources**

May 14, 2018

REQUIRES BOARD ACTION (Con't)

Confirmation of Resignations/Terminations (Certified) (con't)

Name	Position	Reason	Effective	Years of Service
Clark, Alixa	Math Teacher - .1812 FTE, BA, Step 1, \$7,207.77, CJMS	One Year Only	6/8/2018	1
Close, Kathy	Elementary Teacher, 1.0 FTE, BA+15, Step 10, \$48,204, MOST	Retirement	6/8/2018	12
Gebhardt, George	Science Teacher, 1.0 FTE, BA(M)+105, Step 18, \$75,976, BHS	Retirement	9/8/2018	31
Hanna, Cristine	SPED Teacher, 1.0 FTE, BA(M)+60, Step 6, \$54,894, SMS	Resignation	6/8/2018	2
Hayhurst, Chloe	Kindergarten Teacher, 1.0 FTE, BA, Step 1, \$39,778, HYL T	One Year Only	6/8/2018	1
Kreitinger, Leah	School Counselor, 1.0 FTE, BA(M)+75, Step 5, \$55,212, BHS	Resignation	6/8/2018	4
Lester, Heidi	Early Learning Instructional Specialist, .50 FTE, HYL T, .50 FTE, WHIT, BA(M)+45, Step 2, \$35,865.72	Remainder of the year	6/8/2018	139 days
Lillrose, Laura	Elementary Teacher, 1.0 FTE, BA(M)+45, Step 5, \$52,030, HAWT	One Year Only	6/8/2018	1
Marks, Kail	Elementary Teacher, 1.0 FTE, BA, Step 5, \$44,790, HAWT	One Year Only	6/8/2018	1
Miesch, Kelly	Elementary Teacher, 1.0 FTE, BA(M)+45, Step 6, \$53,263, MDLK	One Year Only	6/8/2018	2
Montano, Sarah	Social Studies Teacher, 1.0 FTE., BA(M)+60, Step 8, \$57,400, BHS	Resignation	6/8/2018	8
Nakagawa, Meagan	SPED Teacher, 1.0 FTE, BA, Step 4, \$43,557, BHS	Resignation	6/8/2018	2
Perez-Bradley, Valentina	School Counselor, .5714 FTE, BA(M)+75, Step 2, \$29,097.11, BHS	One Year Only	6/8/2018	3
Reynolds, Adrienne	Music Teacher, .80 FTE, BA+75, Step 10, \$47,127.20, MOST	Resignation	4/4/2018	12.7
Rollins, Michael	Kindergarten Teacher, 1.0 FTE, BA+45, Step 1, \$44,591, EMDI	One Year Only	6/8/2018	2
Saboda, Gretchen	Kindergarten Teacher, 1.0 FTE, BA+75, Step 18, \$65,395, MOST	Retirement	6/8/2018	30
Seidensticker-Miles, Lyndi	Math Teacher, 1.0 FTE, BA(M)+105, Step 6, \$59,747, BHS	Resignation	6/8/2018	6
Todd, Christine	SPED Teacher, .50 FTE, BA, Step 2, \$20,525.50, CJMS	Resignation	6/8/2018	1
Walker, Julie	School Counselor, 1.0 FTE, BA(M)+75, Step 2, \$51,473, BHS	Resignation	6/8/2018	2
McMahon, Mary	Math Teacher, 1.0 FTE, BA(M)+105, Step 15, \$71,044, BHS	Resignation	6/8/2018	20
Zuzulock, Tom	MS Core Teacher, 1.0 FTE, BA+75, Step 5, \$52,825, SMS	One Year Only	6/8/2018	1

**Bozeman Public Schools
Human Resources**

May 14, 2018

REQUIRES BOARD ACTION (con't)

Confirmation of Resignations/Terminations (Classified)

Name	Position	Reason	Effective	Years of Service
Braun, Jessica	Before/Afterschool PARA, .375 FTE, B01, \$10.90/hr., Overflow PARA, Non Unit, \$11.25/hr., HYL T, 9.25 mos.	Resignation	4/27/2018	5 mos.
Floming, Taylor	Running Start PARA, 1.0 FTE, B01, \$10.90/hr., WHIT, 9.25 mos.	Resignation	6/8/2018	4 mos.
Shea, Shannon	Self Contained PARA, .875 FTE, D02, \$12.54/hr., LONG, 9.25 mos.	Resignation	6/8/2018	2
Todd, Christine	Self Contained PARA, .50 FTE, D04, \$13.30/hr., CJMS, 9.25 mos.	Resignation	6/7/2018	9 mos.
Vanderhoek, Natalie	Self Contained PARA, .875 FTE, D02, \$12.54/hr., MLDK, 9.25 mos.	Resignation	6/8/2018	1.75
Zamora, Lilian	FS Specialist, 1.0 FTE, FB4, \$11.55/hr., Supt. Svcs., 9.25 mos.	Resignation	1/31/2018	21 days

REPORT OF ADMINISTRATIVE ACTIONS

Changes and Revisions in Contracts (Classified)

Name	From	To	Effective	Reason
Antilla, George	Custodian, 1.0 FTE, G04, \$15.77/hr., MDLK, 12 mos.	Roving Custodian, 1.0 FTE, G04, \$15.77/hr., FAC, 12 mos.	4/16/2018	Change in Assignment and Location
Brandner, Michelle	Disc. PARA, .875 FTE, Crosswalk, .0625 FTE, B17, \$14.11, WHIT, 9.25 Mos.	Disc. PARA, .8125 FTE, Crosswalk, .0625 FTE, B17, \$14.11, WHIT, 9.25 Mos.	8/29/2017	Correction to FTE
Fronek, Rebecca	Satellite Hostess, .6875 FTE, FB3, \$11.33/hr., BHS, Before/Afterschool PARA, .1688 FTE, B03, \$11.33/hr., LONG, 9.25 mos.	Satellite Hostess, .6875 FTE, FB3, \$11.33/hr., BHS, Before/Afterschool PARA, .225 FTE, B03, \$11.33/hr., LONG, 9.25 mos.	3/28/2018	Increase in FTE/Hrs.
Jackson, Bradley	Custodian, 1.0 FTE, G01, \$14.88/hr., SMS, 12 mos.	Custodian, 1.0 FTE, G01, \$14.88/hr., Supt. Svcs., 12 mos.	5/2/2018	Change of Location
Wood, David	Before/Afterschool PARA, .275 FTE, B02, \$11.11/hr., HYL T, 9.25 mos.	Before/Afterschool PARA, .375 FTE, B02, \$11.11/hr., HYL T, 9.25 mos.	4/30/2018	Increase in FTE/Hrs.

Stipends -Extracurricular


Name	Authorized Position	Stipend	Level	Effective
Caffrey, Denise	Track - Asst. Coach - CJMS (% of 5)	\$1,253.00	5	3/19/18 - 5/5/18
Davis, Kelsey	Track - Asst. Coach - BHS	\$3,671.00	3	3/11/18 - 5/25/18
Ellis, Jennifer	Softball - Head Coach - SMS/CJMS	\$1,969.00	5	3/19/18 - 5/12/18
Fischer, Jason	Basketball - Boys 7th Gr - CJMS	\$1,253.00	6	10/23/17 - 12/15/17
Hargrove, Amanda	Fastpitch Softball - Asst. Coach	\$3,671.00	3	3/11/18 - 5/25/18
Henderson, Paige	Softball - Head Coach - SMS/CJMS	\$1,253.00	6	3/19/18 - 5/12/18
Jaeger, Chantel	Track - Asst. Coach - BHS	\$3,671.00	3	3/11/18 - 5/25/18
Kubitz, Brandon	Track - Asst. Coach - CJMS (% of 5)	\$1,253.00	5	3/19/18 - 5/5/18
Peterson, Darci	Softball - Head Coach - SMS/CJMS	\$1,969.00	5	3/19/18 - 5/12/18
Ramm, Keaton	Track - Asst. Coach - CJMS (% of 5)	\$1,253.00	5	3/19/18 - 5/5/18
Stoner, Alicia	Softball - Asst. Coach - SMS/CJMS	\$1,253.00	6	3/19/18 - 5/12/18

**Bozeman Public Schools
Human Resources**

May 14, 2018

REPORT OF ADMINISTRATIVE ACTIONS (con't)

<u>Stipends - Not Extracurricular</u>				
Name	Authorized Position	Stipend	Level	Effective
Andrews, Michael	Artistic Design Stipend - Sound - Hawk's Night Live	\$250.00		March 30-31, 2018
Fedock, Peter	Artistic Design Stipend - Lights - Hawk's Night Live	\$250.00		March 30-31, 2018
Gutzman, Dan	MT Digital Academy (MTDA) - Astronomy - Spring 2018 - Section 2	\$3,153.34		Spring 2018
Holmquist, Wes	MT Digital Academy (MTDA) - Sports Officiating - Spring 2018 - Section 1	\$3,941.66		Spring 2018
Jackson, Bradley	Lead Custodian Stipend - Supt. Svcs. (hrly. Rate)	\$1.00		2017-2018
Laslovich, Katie	Daily Rate for Interim Principal Assignment @ BHS for March 2018 (17 days @ \$53.11/day)	\$903.00		3/1/18 - 3/31/18
Laslovich, Katie	Daily Rate for Interim Principal Assignment @ BHS for April 2018 (21 days @ \$53.11/day)	\$1,115.00		4/1/18 - 4/30/18
Malczyk, Jacob	Artistic Design Stipend - BHS Choir Director, Artistic Director - Hawk's Night Live	\$1,000.00		March 30-31, 2018
Neely, Carl	Daily Rate for Interim Asst. Principal Assignment @ BHS for March 2018 (17 days @ \$71.56/day)	\$1,217.00		3/1/18 - 3/31/18
Neely, Carl	Daily Rate for Interim Asst. Principal Assignment @ BHS for April 2018 (21 days @ \$71.56/day)	\$1,503.00		4/1/18 - 4/30/18
Schnee, Erica	MT Digital Academy (MTDA) - AP Government B - Spring 2018 - Section 1	\$3,153.32		Spring 2018
Shupe, Erika	MT Digital Academy (MTDA) - Latin I B - Spring 2018 - Section 1	\$2,702.84		Spring 2018
Shupe, Erika	MT Digital Academy (MTDA) - Latin II B - Spring 2018 - Section 1	\$2,364.98		Spring 2018
Skinner, Caitlin	MT Digital Academy (MTDA) - English III B - Spring 2018 - Section 1	\$3,829.04		Spring 2018
Skinner, Caitlin	MT Digital Academy (MTDA) - English III B - Spring 2018 - Section 2	\$3,265.96		Spring 2018
Skinner, Caitlin	MT Digital Academy (MTDA) - English III B - Spring 2018 - Section 3	\$3,153.34		Spring 2018

	Wilson	Willeit	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: FINANCIAL REPORTS, WARRANT APPROVAL, OBSOLETE EQUIPEMNT, AND DONATIONS

CATEGORY: ACTION ITEM - CONSENT

ORIGINATED BY: Mike Waterman
Director of Business Services

OTHERS INVOLVED: Steve Johnson, Deputy Superintendent of Operations
R.J. Tvedt, Accounting Supervisor
Brenda Livingston, District Bookkeeper

DATA EXPANSION: Financial Statements, Donations Received, Warrant Registers (included separately), Obsolete Equipment List

COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District ACTION
Effective May 14, 2018

SUPERINTENDENT'S RECOMMENDATION:

It is recommended that the Board of Trustees approve:

- March/April 2018 financial statements
- March/April 2018 Donations received
- Warrant Registers as presented separately
- Obsolete equipment list

DISCUSSION:

The Warrant Registers and Bank Reconciliations are available in the Business Office, and have been sent to the Trustees.

April 2018 warrants are as follows: Operational warrants were \$1,680,819.46; net Payroll, taxes and deductions were \$5,051,199.91; Total warrants disbursed for April 2018 were \$6,732,019.37.

Investment of District Funds in accordance with State law as of: March 31, 2018

Gallatin County Investment Pool	\$66,546,146.03
High School Building Bond Funds (Cetera)	74,753,994.97
Nonexpendable Endowment (D.A. Davidson)	770,120.67
High School Extracurricular Clubs (First Interstate)	297,390.05
Middle School Extracurricular Clubs (First Interstate)	140,790.10
Total District cash and investments	<u>\$142,508,441.82</u>

BOZEMAN PUBLIC SCHOOLS

March 2018 Cash and Investment Reconciliation

Fund	Fund Name	Beginning Balance	Increases	Decreases	Ending Balance
101	General	4,959,978.83	1,665,014.74	2,684,359.30	3,940,634.27
110	Transporation	411,415.01	135,364.69	187,247.14	359,532.56
111	Bus Depreciation	290,734.14	410.07	0.00	291,144.21
113	Tuition	125,775.57	2,263.17	4,028.55	124,010.19
114	Retirement	1,912,252.49	18,428.38	366,640.05	1,564,040.82
115	Misc. Funds	1,167,179.57	266,034.73	536,663.69	896,550.61
121	Compensated Absences	191,439.72	236.76	1,959.65	189,716.83
128	Technology	278,067.97	4,027.16	663.35	281,431.78
129	Flexibility	712.50	0.00	0.00	712.50
150	Debt Service	3,452,696.06	50,158.94	350.00	3,502,505.00
160	Building	2,938,924.70	48,357.63	55,429.89	2,931,852.44
161	Building Reserve	1,731,863.94	14,450.44	55,264.63	1,691,049.75
174	Internal Service	386,789.51	8,963.00	14,182.21	381,570.30
178	Health Insurance	2,964,424.72	748,544.09	647,588.17	3,065,380.64
186	Payroll Clearing	72,858.10	4,797,169.11	4,798,641.57	71,385.64
187	Claims Clearing	638,889.42	1,162,931.55	1,718,010.75	83,810.22
	Total Elementary	21,524,002.25	8,922,354.46	11,071,028.95	19,375,327.76
201	General	3,124,270.21	886,472.04	1,335,223.77	2,675,518.48
210	Transportation	261,736.53	66,776.50	91,115.34	237,397.69
211	Bus Depreciation	291,001.23	404.01	0.00	291,405.24
212	School Foods	374,074.61	168,872.44	121,578.82	421,368.23
213	Tuition	252,394.89	5,546.68	15,741.93	242,199.64
214	Retirement	1,283,591.37	11,121.83	191,916.34	1,102,796.86
215	Misc. Programs	499,451.93	33,729.93	130,320.39	402,861.47
217	Adult Education	211,974.25	7,279.78	27,959.85	191,294.18
218	Traffic Education	232,576.13	9,592.11	16,887.03	225,281.21
221	Compensated Absences	128,904.04	163.21	807.14	128,260.11
228	Technology	591,312.57	2,500.58	264.52	593,548.63
229	Flexibility	427.50	0.00	0.00	427.50
250	Debt Service	3,576,249.49	29,673.09	0.00	3,605,922.58
260	Building	104,372,137.24	240,934.19	297,067.15	104,316,004.28
261	Building Reserve	3,899,842.35	18,881.73	19,139.14	3,899,584.94
281	Private Purpose Trust	774,377.53	0.00	4,256.86	770,120.67
282	Interlocal Agreement	3,985,821.93	6,034.90	23,686.28	3,968,170.55
285	Private Purpose Trust	25,633.12	0.00	0.00	25,633.12
	Total High School	123,386,324.99	1,454,253.09	2,145,644.17	122,694,933.91
	Grand Total	144,910,327.24	10,376,607.55	13,216,673.12	142,070,261.67

BOZEMAN PUBLIC SCHOOLS

EXPENDITURE BUDGET TO ACTUAL - ALL BUDGETED FUNDS

From Date: 4/1/2018

To Date: 4/30/2018

Fiscal Year: 2017-2018

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
101.00.000.0000.0000.000.00	ELEMENTARY GENERAL	\$31,996,832.00	\$2,647,040.49	\$22,510,870.01	\$9,485,961.99	\$7,909,975.28	\$1,575,986.71	4.93%
110.00.000.0000.0000.000.00	ELEMENTARY TRANSPORTATION	\$2,079,135.00	\$186,471.39	\$1,512,684.30	\$566,450.70	\$210,517.70	\$355,933.00	17.12%
111.00.000.0000.0000.000.00	ELEMENTARY BUS DEPRECIATION	\$288,620.00	\$0.00	\$0.00	\$288,620.00	\$0.00	\$288,620.00	100.00%
113.00.000.0000.0000.000.00	ELEMENTARY TUITION	\$259,737.00	\$7,280.13	\$43,155.80	\$216,581.20	\$8,907.11	\$207,674.09	79.96%
114.00.000.0000.0000.000.00	ELEMENTARY RETIREMENT	\$4,900,000.00	\$372,084.31	\$3,025,587.04	\$1,874,412.96	\$1,229,426.49	\$644,986.47	13.16%
128.00.000.0000.0000.000.00	ELEMENTARY TECH ACQUISITION	\$1,069,213.00	\$666.97	\$514,150.83	\$555,062.17	\$8,159.46	\$546,902.71	51.15%
129.00.000.0000.0000.000.00	ELEMENTARY FLEXIBILITY	\$713.00	\$0.00	\$0.00	\$713.00	\$0.00	\$713.00	100.00%
150.00.000.0000.0000.000.00	ELEMENTARY DEBT SERVICE	\$7,255,558.00	\$1,100.00	\$1,579,779.77	\$5,675,778.23	\$0.00	\$5,675,778.23	78.23%
161.00.000.0000.0000.000.00	ELEMENTARY BUILDING RESERVE	\$3,296,034.00	\$81,772.13	\$1,118,066.21	\$2,177,967.79	\$54,244.17	\$2,123,723.62	64.43%
201.00.000.0000.0000.000.00	HIGH SCHOOL GENERAL	\$16,919,897.00	\$1,146,920.57	\$11,357,372.90	\$5,562,524.10	\$3,885,429.92	\$1,677,094.18	9.91%
210.00.000.0000.0000.000.00	HIGH SCHOOL TRANSPORTATION	\$1,024,376.00	\$91,181.33	\$756,097.10	\$268,278.90	\$102,343.22	\$165,935.68	16.20%
211.00.000.0000.0000.000.00	HIGH SCHOOL BUS DEPRECIATION	\$288,880.00	\$0.00	\$0.00	\$288,880.00	\$0.00	\$288,880.00	100.00%
213.00.000.0000.0000.000.00	HIGH SCHOOL TUITION	\$607,762.00	\$16,473.04	\$141,614.15	\$466,147.85	\$373,485.17	\$92,662.68	15.25%
214.00.000.0000.0000.000.00	HIGH SCHOOL RETIREMENT	\$2,850,000.00	\$193,447.20	\$1,601,962.71	\$1,248,037.29	\$610,150.16	\$637,887.13	22.38%
217.00.000.0000.0000.000.00	HIGH SCHOOL ADULT EDUCATION	\$381,080.00	\$30,194.46	\$240,289.26	\$140,790.74	\$64,672.38	\$76,118.36	19.97%
228.00.000.0000.0000.000.00	HIGH SCHOOL TECH ACQUISITION	\$1,162,090.00	\$265.97	\$406,283.55	\$755,806.45	\$2,943.81	\$752,862.64	64.79%
229.00.000.0000.0000.000.00	HIGH SCHOOL FLEXIBILITY	\$428.00	\$0.00	\$0.00	\$428.00	\$0.00	\$428.00	100.00%
250.00.000.0000.0000.000.00	HIGH SCHOOL DEBT SERVICE	\$6,398,757.00	\$350.00	\$1,762,449.49	\$4,636,307.51	\$0.00	\$4,636,307.51	72.46%
261.00.000.0000.0000.000.00	HIGH SCHOOL BUILDING RESERVE	\$4,970,709.00	\$30,180.70	\$492,729.48	\$4,477,979.52	\$37,423.17	\$4,440,556.35	89.33%
Grand Total:		\$85,749,821.00	\$4,805,428.69	\$47,063,092.59	\$38,686,728.41	\$14,497,678.04	\$24,189,050.37	28.21%

End of Report

BOZEMAN PUBLIC SCHOOLS

REVENUE BUDGET TO ACTUAL - ALL BUDGETED FUNDS

From Date: 3/1/2018

To Date: 3/31/2018

Fiscal Year: 2017-2018

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude Inactive Accounts with zero balance

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
101.00.000.0000.0000.000.00	ELEMENTARY GENERAL	(\$32,096,435.42)	(\$1,628,999.57)	(\$20,612,759.23)	(\$11,483,676.19)	\$0.00	(\$11,483,676.19)	35.78%
110.00.000.0000.0000.000.00	ELEMENTARY TRANSPORTATION	(\$1,829,662.91)	(\$135,364.69)	(\$1,019,811.31)	(\$809,851.60)	\$27.50	(\$809,879.10)	44.26%
111.00.000.0000.0000.000.00	ELEMENTARY BUS DEPRECIATION	(\$500.44)	(\$410.07)	(\$3,024.65)	\$2,524.21	\$0.00	\$2,524.21	-504.40%
113.00.000.0000.0000.000.00	ELEMENTARY TUITION	(\$259,637.04)	(\$2,263.17)	(\$159,572.34)	(\$100,064.70)	\$0.00	(\$100,064.70)	38.54%
114.00.000.0000.0000.000.00	ELEMENTARY RETIREMENT	(\$4,525,588.30)	(\$18,263.92)	(\$2,719,386.16)	(\$1,806,202.14)	\$0.00	(\$1,806,202.14)	39.91%
128.00.000.0000.0000.000.00	ELEMENTARY TECH ACQUISITION	(\$603,090.45)	(\$4,027.16)	(\$334,128.17)	(\$268,962.28)	\$0.00	(\$268,962.28)	44.60%
129.00.000.0000.0000.000.00	ELEMENTARY FLEXIBILITY	(\$0.50)	\$0.00	\$0.00	(\$0.50)	\$0.00	(\$0.50)	100.00%
150.00.000.0000.0000.000.00	ELEMENTARY DEBT SERVICE	(\$5,674,390.43)	(\$50,158.94)	(\$3,500,017.20)	(\$2,174,373.23)	\$0.00	(\$2,174,373.23)	38.32%
161.00.000.0000.0000.000.00	ELEMENTARY BUILDING RESERVE	(\$1,507,500.39)	(\$14,450.44)	(\$936,372.78)	(\$571,127.61)	\$0.00	(\$571,127.61)	37.89%
201.00.000.0000.0000.000.00	HIGH SCHOOL GENERAL	(\$17,060,966.27)	(\$872,804.92)	(\$11,087,114.96)	(\$5,973,851.31)	\$0.00	(\$5,973,851.31)	35.01%
210.00.000.0000.0000.000.00	HIGH SCHOOL TRANSPORTATION	(\$780,661.20)	(\$66,776.50)	(\$453,407.84)	(\$327,253.36)	\$0.00	(\$327,253.36)	41.92%
211.00.000.0000.0000.000.00	HIGH SCHOOL BUS DEPRECIATION	(\$500.18)	(\$404.01)	(\$3,025.42)	\$2,525.24	\$0.00	\$2,525.24	-504.87%
213.00.000.0000.0000.000.00	HIGH SCHOOL TUITION	(\$607,662.25)	(\$5,546.68)	(\$366,774.40)	(\$240,887.85)	\$0.00	(\$240,887.85)	39.64%
214.00.000.0000.0000.000.00	HIGH SCHOOL RETIREMENT	(\$2,496,204.33)	(\$11,121.83)	(\$1,517,211.70)	(\$978,992.63)	\$0.00	(\$978,992.63)	39.22%
217.00.000.0000.0000.000.00	HIGH SCHOOL ADULT EDUCATION	(\$312,697.47)	(\$6,966.78)	(\$198,293.26)	(\$114,404.21)	\$0.00	(\$114,404.21)	36.59%
228.00.000.0000.0000.000.00	HIGH SCHOOL TECH ACQUISITION	(\$336,395.51)	(\$2,500.58)	(\$179,245.81)	(\$157,149.70)	\$0.00	(\$157,149.70)	46.72%
229.00.000.0000.0000.000.00	HIGH SCHOOL FLEXIBILITY	(\$0.50)	\$0.00	\$0.00	(\$0.50)	\$0.00	(\$0.50)	100.00%
250.00.000.0000.0000.000.00	HIGH SCHOOL DEBT SERVICE	(\$6,308,032.12)	(\$29,673.09)	(\$1,792,311.36)	(\$4,515,720.76)	\$0.00	(\$4,515,720.76)	71.59%
261.00.000.0000.0000.000.00	HIGH SCHOOL BUILDING RESERVE	(\$1,662,500.13)	(\$18,881.73)	(\$1,051,487.42)	(\$611,012.71)	\$0.00	(\$611,012.71)	36.75%
Grand Total:		(\$76,062,425.84)	(\$2,868,614.08)	(\$45,933,944.01)	(\$30,128,481.83)	\$27.50	(\$30,128,509.33)	39.61%

End of Report

BOZEMAN PUBLIC SCHOOLS

General Ledger - Element Summary Reporting

Fiscal Year: 2017-2018 From Date: 4/1/2018 To Date: 4/30/2018

Account Mask: ?01????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / BUDGET UNIT	Budget	Range To Date	Year To Date	Encumbrance	Budget Balance
101 - ELEM GENERAL FUND					
00 - CENTRAL BUDGET	\$30,544,373.57	\$2,560,112.71	\$21,485,875.45	\$7,842,839.40	\$1,215,658.72
01 - LONGFELLOW ELEMENTARY SCHOOL	\$41,216.00	\$3,824.88	\$27,450.21	\$169.56	\$13,596.23
02 - IRVING ELEMENTARY SCHOOL	\$34,944.00	\$4,688.21	\$26,350.65	\$558.16	\$8,035.19
03 - HAWTHORNE ELEMENTARY SCHOOL	\$45,440.00	\$3,974.26	\$38,979.45	\$107.51	\$6,353.04
04 - WHITTIER ELEMENTARY SCHOOL	\$37,376.00	\$2,232.41	\$25,135.02	\$199.91	\$12,041.07
05 - MORNING STAR ELEMENTARY SCHOOL	\$63,488.00	\$4,313.18	\$43,667.61	\$2,030.25	\$17,790.14
06 - EMILY DICKINSON ELEMENTARY SCHOOL	\$61,824.00	\$4,490.39	\$40,600.79	\$1,261.64	\$19,961.57
07 - HYALITE ELEMENTARY SCHOOL	\$58,624.00	\$3,232.40	\$39,760.24	\$0.00	\$18,863.76
08 - MEADOWLARK ELEMENTARY SCHOOL	\$64,640.00	\$4,642.52	\$48,513.85	\$105.98	\$16,020.17
31 - CHIEF JOSEPH MIDDLE SCHOOL	\$125,942.00	\$15,580.40	\$86,384.77	\$6,665.39	\$32,891.84
32 - SACAJAWEA MIDDLE SCHOOL	\$119,862.43	\$10,406.56	\$76,517.07	\$14,229.26	\$29,116.10
51 - SPECIAL EDUCATION	\$60,000.00	\$2,438.97	\$15,873.42	\$1,262.28	\$42,864.30
52 - HUMAN RESOURCES	\$29,000.00	(\$47.80)	\$9,512.26	\$1,622.90	\$17,864.84
53 - DEPUTY SUPERINTENDENT INSTRUCTION	\$111,000.00	\$6,455.52	\$79,801.26	\$7,538.89	\$23,659.85
54 - MUSIC	\$17,450.00	\$2,788.26	\$8,286.89	\$2,455.08	\$6,708.03
55 - TECHNOLOGY	\$87,350.00	\$4,233.32	\$61,813.20	\$0.00	\$25,536.80
56 - ELEMENTARY LIBRARY PROCESSING	\$47,750.00	\$5,715.77	\$44,273.09	\$0.00	\$3,476.91
57 - SUPERINTENDENT/BOARD	\$54,000.00	\$3,228.68	\$39,714.66	\$0.00	\$14,285.34
58 - GIFTED & TALENTED	\$5,000.00	\$718.44	\$1,959.03	\$0.00	\$3,040.97
59 - FACILITIES	\$301,552.00	(\$5,131.54)	\$256,054.71	\$28,929.07	\$16,568.22
61 - SUPPORT SERVICES	\$86,000.00	\$9,142.95	\$54,346.38	\$0.00	\$31,653.62
101 - ELEM GENERAL FUND Total:	\$31,996,832.00	\$2,647,040.49	\$22,510,870.01	\$7,909,975.28	\$1,575,986.71

BOZEMAN PUBLIC SCHOOLS

General Ledger - Element Summary Reporting

Fiscal Year: 2017-2018 From Date: 4/1/2018 To Date: 4/30/2018

Account Mask: ?01??????????????????

Account Type: EXPENDITURE

☐ Print accounts with zero balance

☒ Include Inactive Accounts

☐ Include PreEncumbrance

FUND / BUDGET UNIT

Budget

Range To Date

Year To Date

Encumbrance

Budget Balance

201 - HS GENERAL FUND

00 - CENTRAL BUDGET	\$15,713,312.00	\$1,232,861.20	\$10,734,118.02	\$3,820,263.01	\$1,158,930.97
41 - BOZEMAN HIGH SCHOOL	\$497,730.00	(\$103,692.53)	\$139,426.32	\$34,853.66	\$323,450.02
51 - SPECIAL EDUCATION	\$25,000.00	\$72.97	\$105.40	\$0.00	\$24,894.60
52 - HUMAN RESOURCES	\$29,000.00	\$1,057.64	\$8,510.53	\$105.98	\$20,383.49
53 - DEPUTY SUPERINTENDENT INSTRUCTION	\$56,750.00	\$768.21	\$28,419.26	\$6,428.57	\$21,902.17
54 - MUSIC	\$47,450.00	\$4,005.62	\$45,206.31	\$6,814.50	(\$4,570.81)
55 - TECHNOLOGY	\$78,677.00	\$3,794.03	\$54,668.05	\$0.00	\$24,008.95
57 - SUPERINTENDENT/BOARD	\$54,000.00	\$2,698.81	\$37,519.89	\$0.00	\$16,480.11
58 - GIFTED & TALENTED	\$5,000.00	\$1,550.33	\$4,452.13	\$0.00	\$547.87
59 - FACILITIES	\$230,145.00	\$978.03	\$143,389.44	\$16,964.20	\$69,791.36
61 - SUPPORT SERVICES	\$43,000.00	\$2,826.26	\$21,724.55	\$0.00	\$21,275.45
64 - HS ATHLETICS	\$139,833.00	\$0.00	\$139,833.00	\$0.00	\$0.00
201 - HS GENERAL FUND Total:	\$16,919,897.00	\$1,146,920.57	\$11,357,372.90	\$3,885,429.92	\$1,677,094.18

MEMORANDUM

TO: Board of Trustees

FROM: Mike Waterman, Director of Business Services

DATE: May 14, 2018

SUBJECT: DISPOSAL OF OBSOLETE PROPERTY

According to state law, districts may resolve to dispose of property that is or is about to become abandoned, obsolete, undesirable or unsuitable for the school purposes of the District. The District must then comply with certain notice requirements and then dispose of such property in accordance with 20-6-604, MCA.

It is recommended that the Board sell or otherwise dispose of the following equipment.

1. Miscellaneous Library Books
2. 5 spin bikes
3. Treadmill
4. Several portable smart boards
5. 12' PTO wing mower
6. Miscellaneous computers and parts
7. Retired CRT televisions (many)
8. Verona range and hood
9. Cooler box only (no compressor)
10. Freezer box only (no compressor)
11. Wall oven
12. Xerox wide format printer
13. 23 folding metal chairs
14. 18 small folding metal chairs
15. Approximately 100 wood seat metal folding chairs
16. Approximately 30 plastic molded chairs, small & large
17. Pottery kiln (parts only)
18. Office chairs
19. Residential electric range
20. Xerox wide format printer
21. 23 folding metal chairs
22. 18 small folding metal chairs
23. 100 folding metal chairs with wooden seat
24. Pottery kiln (for parts)
25. File cabinets
26. Office chairs
27. Miscellaneous text books

The obsolete property will be disposed of in the manner most beneficial to the District.
Please contact me with questions – 522-6097.

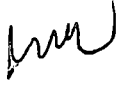
Mike Waterman

MEMORANDUM

DATE: March/April 2018

TO: Board of Trustees

FROM: Mike Waterman
Director of Business Services



RE: Donations

The following items (over \$300.00) have been accepted as donations by the Bozeman School District per policy #7260:

<u>Location</u>	<u>Donor</u>	<u>Item Donated</u>	<u>Value</u>
Homeless Assistance Program	William M. & Miriam F. Meehan Foundation	Check	\$2,500
BHS Jazz Band	Hall Controls	Check	\$300
BHS Jazz Band	Pearson Design Group	Check	\$2,000
BHS & SMS Robotics Team	Barnard Construction	Check	\$1,000
BHS & SMS Robotics Team	DPS Electronics	Check	\$5,000
BHS & SMS Robotics Team	Electrical Consultants Inc.	Check	\$1,000
BHS & SMS Robotics Team	Mountain High Woodworks	Check	\$500
BHS & SMS Robotics Team	Bozeman Rotary Club	Check	\$1,000
BHS & SMS Robotics Team	Timco Holdings	Check	\$1,200
BHS & SMS Robotics Team	Edward Goldberg	Check	\$500
BHS & SMS Robotics Team	Oboz Footwear	Check	\$300
BHS & SMS Robotics Team	Pearson Design Group	Check	\$1,000
BHS & SMS Robotics Team	Pocket NC	Check	\$500
BHS & SMS Robotics Team	Town & Country Foods	Check	\$500
BHS & SMS Robotics Team	US Bank	Check	\$1,000
BHS & SMS Robotics Team	Wipfli CPA's and Consultants	Check	\$500
BHS & SMS Robotics Team	WJ Real Estate #1 LLC	Check	\$2,000
BHS & SMS Robotics Team	Custom Truck & Equipment	Check	\$1,500
BHS & SMS Robotics Team	Morrison-Maierle, Inc.	Check	\$500
BHS & SMS Robotics Team	20Twenty Eyecare	Check	\$500
BHS CTE Construction	Earth Elements Design Center	Material	\$10,258.36
BHS Hawk Tawk Newspaper	Coyne Family	Check	\$1,000
BHS Speech & Debate	Maxwell Keeler	Check	\$500
Gifted & Talented Program	David & Kippy Sands	15 shares of Amazon Stock	\$22,694.66

Bozeman School District # 7
Self-Insurance Fund
Statement of Net Position
March 31, 2018

Assets

Cash and investments	\$ 3,065,480.64
Accounts receivable	-
Prepaid expenses	25,593.60
Connect Your Care Deposit	36,056.40
Fixed Assets (net)	4,155.00
	<hr/>
Total Assets	\$ 3,131,285.64

Liabilities

Estimated incurred unpaid claims	\$ 619,401.48
Accounts payable	21,039.28
Payroll liabilities payable	104.21
Health and dependent care flex payable	52,620.05
Unearned revenue	311,615.73
	<hr/>
Total Liabilities	\$ 1,004,780.75

Net Position

Unrestricted net position	<u><u>\$ 2,126,504.89</u></u>
---------------------------	-------------------------------

Statement of Revenues and Expenditures
For the Fiscal Year Ended August 31, 2018

	<u>March 2018</u>	<u>9/1/17 through 3/31/2018 Year-to-Date</u>
<u>Revenues</u>		
Medical insurance premiums	\$ 608,793.04	\$ 4,202,822.44
BCBS supplement premiums	25,146.70	154,570.64
Dental insurance premiums	34,257.01	237,922.87
Investment income	3,888.44	19,142.40
Medical and dependent care flex reversion	-	-
Retiree and Cobra administration fees	796.00	8,091.16
Wellness	540.00	113,294.38
	<hr/>	<hr/>
Total Revenues	\$ 673,421.19	\$ 4,735,843.89
<u>Expenditures</u>		
Medical and vision insurance claims	520,247.66	3,267,641.84
Dental insurance claims	24,301.08	254,568.75
Excess risk insurance	24,252.61	169,232.51
Third Party administration	21,318.19	159,335.02
District administration	4,063.51	28,883.11
BCBS supplemental health insurance	24,953.76	154,972.08
Re-Insurance and PCORI fees	-	-
Depreciation	-	-
Wellness	2,290.03	246,589.31
	<hr/>	<hr/>
Total Expenditures	\$ 621,426.84	\$ 4,281,222.62
	<hr/>	<hr/>
Excess (deficiency) of revenues over expenditures	<u><u>\$ 51,994.35</u></u>	<u><u>\$ 454,621.27</u></u>

BOZEMAN PUBLIC SCHOOLS

Cash Balances

Fiscal Year: 2017-2018

Date Range: 03/01/2018 - 03/31/2018

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
11010.101.0000	BACKBOARD BOYS B-BALL CASH	18,735.86	0.00	12,451.91	6,283.95
11015.101.0000	CHEERLEADING CLUB CASH	4,381.22	0.00	1,328.50	3,052.72
11022.101.0000	DANCE CLUB CASH	3,527.83	0.00	1,107.80	2,420.03
11025.101.0000	FASTPITCH CLUB CASH	5,707.51	0.00	0.00	5,707.51
11030.101.0000	FOOTBALL CLUB CASH	22,831.21	0.00	130.10	22,701.11
11035.101.0000	GOLF CLUB CASH	2,485.05	200.00	0.00	2,685.05
11040.101.0000	HAWK STAT CREW CASH	396.94	0.00	0.00	396.94
11050.101.0000	LADY HAWK BBALL CLUB CASH	26,665.67	978.92	6,833.94	20,810.65
11065.101.0000	BOYS SOCCER CLUB CASH	3,798.93	0.00	0.00	3,798.93
11070.101.0000	GIRLS SOCCER CLUB CASH	7,138.09	0.00	0.00	7,138.09
11080.101.0000	SPEECH CLUB CASH	24,153.22	6,996.58	9,592.92	21,556.88
11085.101.0000	SPIKERS VOLLEYBALL CLUB CASH	4,762.51	60.00	60.00	4,762.51
11095.101.0000	SWIMMING CLUB CASH	2,394.17	0.00	2,192.64	201.53
11100.101.0000	TENNIS CLUB CASH	7,532.74	3,760.00	0.00	11,292.74
11110.101.0000	TRACK CLUB CASH	9,618.39	0.00	0.00	9,618.39
11120.101.0000	WRESTLING CLUB CASH	7,285.38	0.00	4,296.39	2,988.99
11125.101.0000	CROSS COUNTY CLUB CASH	5,569.89	0.00	558.90	5,010.99
12000.101.0000	BUSINESS PROFESSIONALS CLUB CASH	217.32	0.00	0.00	217.32
12002.101.0000	CAD CLUB CASH	344.60	800.00	212.00	932.60
12005.101.0000	CONSTRUCTION CLUB CASH	756.65	0.00	97.30	659.35
12010.101.0000	DECA CASH	23,050.80	18,476.86	33,692.73	7,834.93
12035.101.0000	PHOTO CLUB CASH	828.22	0.00	0.00	828.22
12037.101.0000	ROBOTICS CLUB CASH	1,377.59	15,187.00	2,497.30	14,067.29
12040.101.0000	SHOP FUND CASH	3,000.00	0.00	0.00	3,000.00
12045.101.0000	SKILLS USA CASH	1,310.90	300.00	403.00	1,207.90
13010.101.0000	ART CLUB CASH	5,114.56	0.00	0.00	5,114.56
13015.101.0000	DRAMA CLUB CASH	3,007.23	0.00	497.33	2,509.90
13020.101.0000	COSTA RICA SCIENCE TRIP CASH	430.00	0.00	0.00	430.00
13022.101.0000	FCCLA CASH	622.46	0.00	551.00	71.46
13025.101.0000	FRENCH CLUB CASH	714.17	0.00	0.00	714.17
13026.101.0000	GALAPAGOS CLUB CASH	4.09	0.00	0.00	4.09
13030.101.0000	GERMAN CLUB CASH	14,720.84	3,900.00	4,184.54	14,436.30

BOZEMAN PUBLIC SCHOOLS

Cash Balances

Fiscal Year: 2017-2018

Date Range: 03/01/2018 - 03/31/2018

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
13031.101.0000	HOSA CASH	2,717.63	0.00	0.00	2,717.63
13033.101.0000	JEWELRY GUILD CLUB CASH	847.08	0.00	0.00	847.08
13034.101.0000	LATIN CLUB CASH	1,702.92	66.00	0.00	1,768.92
13038.101.0000	MUN CLUB CASH	193.43	0.00	0.00	193.43
13040.101.0000	NATIVE AMERICAN CLUB CASH	270.05	0.00	0.00	270.05
13042.101.0000	PRO START CLUB CASH	6,727.27	0.00	1,165.01	5,562.26
13045.101.0000	PROJECT EXCEL CASH	3,726.01	20.00	0.00	3,746.01
13050.101.0000	SCIENCE OLYMPIAD CASH	219.34	0.00	0.00	219.34
13060.101.0000	SPANISH CLUB CASH	588.47	0.00	0.00	588.47
13065.101.0000	YOUTH LEGISLATURE CLUB CASH	791.48	820.00	0.00	1,611.48
13070.101.0000	WILDLIFE BIOLOGY CLUB CASH	461.09	0.00	106.00	355.09
14000.101.0000	CAP & GOWNS CASH	120.27	0.00	0.00	120.27
14026.101.0000	CLASS OF 2018 CASH	13,506.19	0.00	0.00	13,506.19
14035.101.0000	PROM CASH	850.00	0.00	1,327.17	(477.17)
14050.101.0000	STUDENT COUNCIL CASH	23,168.21	2,071.00	741.93	24,497.28
14060.101.0000	BRIDGER ALTERNATIVE CASH	1,263.84	0.00	0.00	1,263.84
15000.101.0000	MTI CASH	1,396.43	0.00	0.00	1,396.43
15001.101.0000	AMNESTY INTERNATIONAL CASH	674.28	0.00	0.00	674.28
15004.101.0000	B CLUB CASH	361.17	0.00	0.00	361.17
15005.101.0000	KEY CLUB CASH	1,721.40	0.00	0.00	1,721.40
15010.101.0000	LEO CLUB CASH	2,164.37	0.00	251.43	1,912.94
15015.101.0000	NATIONAL HONOR SOCIETY CASH	3,497.71	0.00	1,500.00	1,997.71
15016.101.0000	PROJECT X2 CASH	542.51	0.00	0.00	542.51
15025.101.0000	SPECIAL ED CONCESSIONS CASH	5,254.39	0.00	0.00	5,254.39
15030.101.0000	SAGA CASH	(13.50)	0.00	0.00	(13.50)
15040.101.0000	INTERACT CLUB CASH	1,272.86	0.00	20.00	1,252.86
16000.101.0000	BAND CASH	3,264.12	749.52	3,975.06	38.58
16005.101.0000	CHOIR CASH	12,004.76	1,320.00	8,422.05	4,902.71
16015.101.0000	ORCHESTRA CASH	16,016.37	200.00	3,791.58	12,424.79
17000.101.0000	AERIE CASH	20,517.85	763.00	0.00	21,280.85
17005.101.0000	HAWK TALK CASH	1,714.82	1,000.00	1,413.00	1,301.82
17007.101.0000	HAWK TV CLUB CASH	365.85	0.00	0.00	365.85

BOZEMAN PUBLIC SCHOOLS

Cash Balances**Fiscal Year: 2017-2018**

Date Range: 03/01/2018 - 03/31/2018

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
17010.101.0000	SCRIBBLINGS CASH	569.75	0.00	0.00	569.75
18010.101.0000	GENERAL CASH	2,070.24	90.00	0.00	2,160.24
		<u>343,032.70</u>	<u>57,758.88</u>	<u>103,401.53</u>	<u>297,390.05</u>

End of Report

BOZEMAN PUBLIC SCHOOLS

Cash Balances

Fiscal Year: 2017-2108

Date Range: 03/01/2018 - 03/31/2018

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
10100.101.0000	COMPUTER CLUB	33.00	0.00	0.00	33.00
10200.101.0000	MISC FUNDRAISING CASH	264.96	0.00	0.00	264.96
10225.101.0000	LEGO ROBOTICS CLUB CASH	408.71	0.00	0.00	408.71
10250.101.0000	ART CLUB CASH	1,002.18	0.00	0.00	1,002.18
10300.101.0000	SCIENCE CLUB	129.77	0.00	0.00	129.77
10400.101.0000	SCIENCE CLUB - JOHANESON CASH	115.97	0.00	0.00	115.97
10500.101.0000	TECH ED CLUB CASH	642.57	0.00	0.00	642.57
10600.101.0000	BIRD/SCIENCE CASH	2,477.80	675.00	640.00	2,512.80
10700.101.0000	SCIENCE - CASH	11.41	250.09	0.00	261.50
11100.101.0000	STUDENT AID CASH	3,962.34	0.00	0.00	3,962.34
11150.101.0000	STUDENT COUNCIL 8TH GRADE CASH	3,197.28	0.00	0.00	3,197.28
11200.101.0000	STUDENT COUNCIL 7TH GRADE CASH	3,395.18	0.00	0.00	3,395.18
11250.101.0000	FOREIGN LANGUAGE CLUB CASH	16,082.51	2,131.31	15,216.93	2,996.89
11275.101.0000	STUDENT COUNCIL 6TH GRADE CASH	3,010.08	307.80	18.49	3,299.39
11300.101.0000	STUDENT PROJECTS CASH	12.56	1,225.00	844.00	393.56
11500.101.0000	TEAM 6A EAST CASH	2,096.95	507.80	0.00	2,604.75
11550.101.0000	TEAM 6B WEST CASH	2,258.36	358.22	104.15	2,512.43
11600.101.0000	TEAM 7A EAST CASH	3,598.40	357.90	0.00	3,956.30
11625.101.0000	TEAM 7B WEST CASH	1,023.51	283.07	109.58	1,197.00
11650.101.0000	TEAM 8A EAST CASH	2,492.66	1,979.22	1,311.00	3,160.88
11670.101.0000	TEAM 8B WEST CASH	547.15	564.24	0.00	1,111.39
11700.101.0000	YEARBOOK CASH	509.51	0.00	201.91	307.60
13000.101.0000	DRAMA CLUB CASH	1,906.79	0.00	0.00	1,906.79
13025.101.0000	ONE MILLION WAYS CLUB CASH	275.77	0.00	102.59	173.18
13050.101.0000	MUSIC CLUB CASH	33,662.59	4,516.50	1,069.68	37,109.41
13150.101.0000	CJ ROCKS/POP ROCKS CASH	38.04	0.00	0.00	38.04
13200.101.0000	BREAKFAST CLUB CASH	522.80	57.60	0.00	580.40
13300.101.0000	HORIZONS CASH	2,823.95	200.00	0.00	3,023.95
13400.101.0000	MBI CASH	1,257.94	0.00	0.00	1,257.94
13425.101.0000	LEO CLUB CASH	1,872.05	244.40	0.00	2,116.45
13450.101.0000	FORENSICS CLUB CASH	0.01	1,000.00	32.40	967.61
13500.101.0000	KNITTING CORNER CASH	345.09	153.00	114.97	383.12

BOZEMAN PUBLIC SCHOOLS

Cash Balances

Fiscal Year: 2017-2108

Date Range: 03/01/2018 - 03/31/2018

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
13525.101.0000	AFTER SCHOOL CLUB CASH	128.04	0.00	0.00	128.04
14000.101.0000	PEER MEDIATION CASH	1,346.29	200.00	110.00	1,436.29
16000.101.0000	FRIENDS OF READING CLUB CASH	4,621.47	301.32	137.93	4,784.86
20300.101.0000	SCIENCE CLUB CASH	18.03	2,102.00	2,392.67	(272.64)
20301.101.0000	SCIENCE OLYMPIAD CLUB CASH	2,055.85	378.00	1,353.00	1,080.85
21100.101.0000	STUDENT AID CASH	1,601.67	102.59	275.14	1,429.12
21150.101.0000	YEARBOOK CASH	1,544.73	0.00	0.00	1,544.73
21200.101.0000	STUDENT COUNCIL CASH	3,887.78	172.45	0.00	4,060.23
21425.101.0000	SELECT CHOIR CASH	2,349.64	0.00	0.00	2,349.64
21476.101.0000	ECLECTIC STRING ORCHESTRA CASH	520.50	0.00	0.00	520.50
22310.101.0000	TEAM BISON CASH	1,465.17	0.00	54.71	1,410.46
22311.101.0000	TEAM ELK CASH	2,816.35	0.00	0.00	2,816.35
22312.101.0000	TEAM ABSAROKA CASH	3,860.13	2,065.00	41.00	5,884.13
22313.101.0000	TEAM BRIDGER CASH	1,953.40	2,653.38	2,278.76	2,328.02
22314.101.0000	TEAM MADISON CASH	1,732.70	255.00	115.01	1,872.69
22315.101.0000	TEAM JEFFERSON CASH	488.68	2,812.41	82.19	3,218.90
22316.101.0000	TEAM ANTELOPE CASH	1,065.23	0.00	300.00	765.23
22317.101.0000	TEAM YELLOWSTONE CASH	722.27	6,040.41	5,116.23	1,646.45
23000.101.0000	DRAMA CLUB CASH	263.46	0.00	0.00	263.46
23050.101.0000	OUTDOOR CLUB CASH	1,157.31	306.00	180.00	1,283.31
23100.101.0000	NEWSPAPER CLUB CASH	42.00	0.00	0.00	42.00
23200.101.0000	COMPUTER CLUB CASH	171.75	0.00	0.00	171.75
23250.101.0000	KNITTING CLUB CASH	157.96	0.00	0.00	157.96
23255.101.0000	LEGO ROBOTICS CLUB CASH	347.50	0.00	0.00	347.50
23300.101.0000	PHOTO LAB CLUB CASH	935.61	0.00	0.00	935.61
23400.101.0000	FOREIGN LANGUAGE CLUB CASH	2,821.36	402.00	476.80	2,746.56
23500.101.0000	HUMANITARIAN CLUB CASH	1,439.33	0.00	0.00	1,439.33
23501.101.0000	MBI STUDENT FUND CASH	911.05	0.00	0.00	911.05
25000.101.0000	SPEECH & DEBATE CLUB CASH	0.00	1,000.00	0.00	1,000.00
25100.101.0000	PEER MEDIATION CASH	1,553.33	0.00	0.00	1,553.33
26001.101.0000	ART CLUB CASH	759.75	0.00	0.00	759.75
27000.101.0000	BOOK BUDDY CASH	(49.08)	6,703.00	0.00	6,653.92


BOZEMAN PUBLIC SCHOOLS

Cash Balances**Fiscal Year: 2017-2108**

Date Range: 03/01/2018 - 03/31/2018

Account Number	Title	Beginning Balance	Increases Debits	Decreases Credits	Cash Balance
27050.101.0000	ARCHERY CLUB CASH	222.50	0.00	42.00	180.50
28000.101.0000	BIKE CLUB CASH	306.25	0.00	0.00	306.25
29100.101.0000	MAINTENANCE CASH	10.63	0.00	0.00	10.63
		<u>133,206.53</u>	<u>40,304.71</u>	<u>32,721.14</u>	<u>140,790.10</u>

End of Report

	Arneson	Fischer	Lusin	Neil	Reinhardt	Tage	Willett	Wilson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: SUPERINTENDENT'S REPORT

CATEGORY: SUPERINTENDENT'S REPORT

ORIGINATED
BY: Robert Watson,
Superintendent

OTHERS
INVOLVED: N/A

DATA
EXPANSION: None

COST/FUND
SOURCE: N/A


IMPLEMENTATION

ACTION: None
May 14, 2017

DISCUSSION:

The Superintendent will normally give a brief oral report on miscellaneous items of interest to the District.

- Staff Appreciation

	Arneson	Fischer	Lusin	Neil	Reinhardt	Tage	Willet	Wilson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: REQUESTS, CALENDAR, CONCERNS, REPORTS, FUTURE AGENDA ITEMS AND OPEN MEETING TOPICS FOR NEXT MEETING

CATEGORY: BOARD OF TRUSTEES

ORIGINATED BY: N/A

OTHERS INVOLVED: N/A


DATA EXPANSION: None

COST/FUND SOURCE: N/A

IMPLEMENTATION ACTION: May 14, 2018

DISCUSSION:

This agenda item will offer the opportunity for Board Members to present items they would like discussed in the open session of the next regular meeting or to make requests, express concerns, give reports, and discuss calendar items.

	Arneson	Fischer	Lusin	Neil	Reinhardt	Tage	Willett	Wilson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

CATEGORY: PUBLIC PARTICIPATION

ORIGINATED BY: Board of Trustees


OTHERS INVOLVED: N/A

DATA EXPANSION: None

COST/FUND SOURCE: N/A

IMPLEMENTATION ACTION: No official action required.

DISCUSSION:
This agenda item will offer the opportunity for a public input period: Members of the community are given an opportunity to make brief comments to the Board on any matters not included in the agenda.

	Wilson	Willet	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: MTSBA DELEGATE ASSEMBLY RESOLUTIONS

CATEGORY: DISCUSSION AND REPORTS

ORIGINATED BY: Board of Trustees

OTHERS INVOLVED: Rob Watson, Superintendent; Steve Johnson, Deputy Superintendent Operations; Mike Waterman, Director of Business Services

DATA EXPANSION: MTSBA Resolutions
School Safety Funding Proposal

COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District DISCUSSION
May 14, 2018

DISCUSSION:

The Montana School Boards Association (MTSBA) Delegate Assembly will be held in Helena on June 7, 2018. At that meeting, Delegates will consider proposals submitted by member districts and the MTSBA Board. Approved proposals will become part of the MTSBA platform for the 2019 Legislative Session. Nine proposals were submitted for consideration as a part of this process. It is recommended the Trustees review these proposals and provide delegates with feedback regarding the concepts being discussed. Specific action on these proposals is not recommended because the language may evolve at the Delegate Assembly meeting.

Additionally, Board leadership and administration have discussed a legislative proposal that would provide a new revenue source to fund ongoing school security costs. A copy of that proposal is attached. Although the deadline for submitting resolutions has passed, MTSBA bylaws allow for late resolutions to be considered at the Delegate Assembly meeting. It is further recommended the Board review this proposal and, if consensus support is shown, request the Bozeman Delegates introduce the proposal at the Delegate Assembly meeting in accordance with the MTSBA bylaws.



2018 Resolutions to be considered by the MTSBA membership

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Upon receiving this 2018 Resolutions Package, please read and review each of the following proposed resolutions. Proposed resolutions should be discussed amongst local boards in preparation of deliberations and adoption of resolutions to occur at the Delegate Assembly on June 8, 2018.

The Delegate Assembly is composed of the Board of Directors and three delegates from each MTSBA region member and meets annually with the purpose of studying and formulating a legislative platform for the association and recommend such a platform for consideration at the Annual Meeting of MTSBA.

Consistent with MTSBA by-laws, the full membership will vote on resolutions approved by the Delegate Assembly at the October Annual Meeting in conjunction with MCEL. Please note that all resolutions, beyond document formatting, are included as submitted to MTSBA.

Montana School Boards Association Board of Directors

Submitted January 16, 2108

Resolution Overview:

The directors of the Montana School Boards Association believe that it is important to ensure the state's continued focus on and compliance with constitutional guarantees afforded children under Article X of the Montana Constitution. As part of this effort, the directors are proposing a resolution that would call on MTSBA to continually analyze and identify, draw attention to and seek legislation to close any gaps between the promises of quality that are made to Montana citizens through the definition of the Basic System of Free Quality Public Elementary and Secondary Schools as defined in 20-9-309, MCA, and the level of quality reasonably assured through Montana law. The process proposed (analyzing, identifying and seeking to close gaps between the promise and current realities of quality) was previously approved by the membership in October 2016. The directors are proposing to continue this process into the 2019 Legislature.

The directors have also identified proposed key areas where current gaps between the promise and reality of quality are apparent, derived from a review of member answers to the critical issues survey administered in July 2017, as well as the deliberations regarding these critical issues by the K-12 Vision Group in August 2017 and MTSBA Caucuses in October 2017. Each of these proposed key areas are addressed in the text of the resolution.

Specific sections of law anticipated to be changed: Key topical areas where changes are proposed include school facility funding, equitable funding to protect the phased in expansion of state support for GTB, improved recruitment and retention, application of inflationary adjustments to the entire formula and increased help for students affected by poverty (See attached MTSBA Resolution). Specific sections of law preliminarily identified are listed in the text of the attached resolution. Additionally, the directors are proposing that an important part of MTSBA's advocacy be focused on preserving enhancements to the funding formula and increased flexibility for Montana's public schools that MTSBA has successfully attained over the past several years that could come under attack in the 2019 Legislature.

How is the resolution anticipated to advance the interests of all of Montana's public schools, and/or public school students and/or increase student opportunity and success? The Montana School Boards Association directors believe that this resolution will help ensure a focus of MTSBA's advocacy efforts before the 2019 Legislature on preserving improvements in the funding formula and increased flexibility for Montana's public schools previously passed into law. This resolution will also empower MTSBA to seek further enhancements in law that will, if passed, ensure a stronger alignment between the promises of quality that are made to Montana citizens through the definition of the Basic System of Free Quality Public Elementary and Secondary Schools as defined in 20-9-309, MCA, and the level of quality reasonably assured through current law. If successful, these steps will better allow Montana's public schools to ensure the constitutional guarantees afforded children in Montana's public schools.

What are the anticipated sources of external opposition (groups outside of MTSBA)?

There are organizations that have opposed the concept, mission and legislative goals of Montana's public schools and MTSBA in every legislative session in recent memory. There are also individual legislators serving in the Montana Legislature who have regularly voted in a manner contrary to the expressed will of MTSBA members in the past. MTSBA does not foresee

any significant shift in these realities. MTSBA has also found itself at odds with the executive branch at times over the years, particularly in sessions when funding is tight as it is expected to be in the 2019 Legislature. Given the funding challenges that have been forecasted for the 2019 Legislature, the significant share of state general fund spending represented by K-12 public education (nearly 1/3) and the significant estimated costs of proposals implicated by this resolution, we anticipate significant opposition to legislation drafted pursuant to this resolution.

What are the anticipated sources of internal opposition or division within MTSBA and what steps have been taken, if any, to mitigate/minimize or resolve such division?

The directors of the Montana School Boards Association do not anticipate sources of internal opposition as a result of previous steps taken. The directors and staff of the Montana School Boards Association have worked over the last several months to ensure consensus among its members on the proposals included in this resolution. Specific efforts in this regard include, but are not limited to:

- Proposing to replicate a process of analyzing gaps between the promise and reality of funding that the membership unanimously embraced in October 2016;
- Focusing on specific proposals that are aligned with priorities of the membership that have been recently expressed through the critical issues survey (nearly 300 individuals participating, July 2017); and deliberations of the K-12 Vision Group (August 2017) and MTSBA caucuses (October 2017).

What is the projected statewide impact on Montana's public schools of the proposed resolution? The directors of the Montana School Boards Association believe that passage of legislation consistent with this resolution will improve the success of Montana's public schools in fully developing the educational potential of each child.

Please provide any additional background, explanation or other context for the resolution that you would like to be considered during the deliberations of the Delegate Assembly:

The Promise of Quality vs. the Reality of the Funding Formula – Resolving Gaps

MTSBA believes that the definition of quality in 20-9-309 as currently written is sufficiently aligned with the constitutional guarantees afforded children under Article X of the Montana Constitution to fulfill the goal of fully developing the educational potential of the state's citizens.

There have also been some noted improvements in the funding formula over the last ten years, including the addition of full-time kindergarten, a better scaled basic entitlement, expanded authority of school districts to address the needs of children qualified for services under the Individuals with Disabilities Education Act (IDEA) and through improvements in funding (both overall and in the State's share) and flexibility.

MTSBA believes that there are remaining gaps between what is promised in the definition of quality under 20- 9-309, MCA, and what is reasonably attainable through funding yielded by the funding formula in its current state. Key areas where the funding formula falls short in providing resources necessary for districts to provide an education worthy of the definition of quality in 20-9-309, MCA, are:

1. **Address State Funding of School Facilities:** Seek to remove language in existing law that allows the state to fund less than the amount that would otherwise be yielded

through the formula through a prorated distribution of funds. The two sections implicated are 20-9-525(5) and 20-9-346(2)(b):

- a. **20-9-525(5)** If the appropriation from or the available funds in the school major maintenance aid account in any school fiscal year are less than the amount for which school districts would otherwise qualify, the superintendent of public instruction shall proportionally prorate the aid distributed to ensure that the distributions do not exceed the appropriated or available funds.
 - b. **20-9-346(2)(b)** based on the limitation of state equalization aid appropriated for debt service purposes, determining the state advance for school facilities and the proportionate share of state reimbursement for school facilities that each eligible district must receive for the school fiscal year.
2. **Ensure Equitable Funding:** Protect the phased in expansion of state support for GTB (216% for fiscal year 2019, 224% for fiscal year 2020, and 232% for fiscal year 2021 and each succeeding fiscal year, 20-9-366) and the Natural Resource Development K-12 School Facilities Payment (\$6.4 million in fiscal year 2020, \$7.6 million in fiscal year 2021, and \$10 million in fiscal year 2022, increased by an inflationary adjustment calculated as provided in 20-9-326 in each succeeding fiscal year, 20-9-635).
3. **Improve Recruitment and Retention:** Seek legislation to improve school districts' abilities to effectively recruit and retain high quality educators. Examples of strategies to support include state assistance on managing the cost of health benefits, and adequate funding of loan forgiveness programs, service scholarships, state paid stipends and programs supporting local pipelines into the profession (e.g. educators rising).
4. **Resolve Selective Application of Inflation to the Funding Formula:** The definition of quality in 20-9-309, MCA, asserts the necessity of a formula that is "self-executing and includes a mechanism for annual inflationary adjustments." In spite of the inclusion of this requirement for the entire formula in the definition of quality, all portions of the formula are not self-executing or inflation adjusted. Additionally, when the state faces funding difficulties, the discussion inevitably turns to freezing inflation. MTSBA shall seek to ensure application of inflation as set forth in 20-9-326 to the funding formula (as required by 20-9-309), including all formula elements to which current law requires the application of inflation and expansion of existing law to provide inflation for remaining elements of the funding formula, including Special education, Gifted and talented and Career and Technical/Vocational Education.
5. **Preserve Previous Progress:** Monitor and work to preserve and protect existing provisions of law previously passed pursuant to MTSBA resolution that closed gaps between the definition of quality in 20-9-309 and the reality of the funding formula.
6. **Increase Opportunity for Students Affected by Poverty:** Seek increases in state support for at risk students that is consistent with previous cost studies. The definition of quality in 20-9-309, MCA, asserts that the funding formula includes funding necessary to address the needs of at risk students. The state's own analyses under QSIC identified a cost-based weighting of 20% to the ANB formula as needed to address these needs. MTSBA shall seek a 20% weighting factor to ANB for students eligible for free or reduced lunch in lieu of the current At Risk and American Indian Achievement Gap formula elements. Tie the increase to effective strategies aimed at closing the opportunity/achievement gap. An example might be development of a clearing house of successful practices and strategies, with a incentive for school district use of the increased funds on implementation of such practices and strategies.

Billings Public Schools, School District #2

Resolution No. 1

Submitted January 22, 2108

Resolution Overview:

Adjust the ANB funding formula to include 19-year-olds currently enrolled and to change the funding cut-off age to students who turn 20-years-old on or before September 10.

Specific sections of law anticipated to be changed: Title 20-1-101 and 20-5-101

How is the resolution anticipated to advance the interests of all of Montana's public schools, and/or public school students and/or increase student opportunity and success? By increasing the age from 18 to 19 would afford all students across Montana an equal opportunity for an education and increase the overall graduation rate.

What are the anticipated sources of external opposition (groups outside of MTSBA)? Proponents of limited expenditures on education, which they see as currently sufficient or excessive.

What are the anticipated sources of internal opposition or division within MTSBA and what steps have been taken, if any, to mitigate/minimize or resolve such division? None known

What is the projected statewide impact on Montana's public schools of the proposed resolution? Approximately \$500,000 per biennium additional funding to schools.

Please provide any additional background, explanation or other context for the resolution that you would like to be considered during the deliberations of the Delegate Assembly. Students often do not enter school until they are older than the present minimum age requirement of 7 years, therefore attaining their 19th birthday on or before September 10th in their senior year, despite having progressed on track one grade level each year. Incremental cost of including 19-year-olds as part of ANB is negligible. School districts in Montana are prohibited from expelling a student if they turn 19 on or before September 10. Exchange students from other countries are funded regardless of age. Delay in student's progression through school may be delayed as the result of illness, accident, participation in foreign exchange programs, or academic difficulties, all of which could result in a student being 19 years old before September 10 of their senior year in high school.

Proposed MTSBA Resolution for ANB for 19-year-old Students

Whereas, the State of Montana does not provide funding to support high school services for students who turn 19 years of age on or before September 10th;

Whereas, in Montana, students often do not enter school until they are older than the present minimum age requirement, therefore attaining their 19th birthday on or before September 10th in their senior year, despite having progressed on track one grade level each year;

Whereas, the incremental cost of including 19-year-olds as part of ANB is approximately \$500,000 per biennium, as presented in the Fiscal Note for HB 178 in the 2017 Regular Legislative Session;

Whereas, school districts in Montana are prohibited from expelling a student if they turn 19 on or before September 10th;

Whereas, exchange students from other countries are funded regardless of age; and,
Whereas, delay in student's progression through school may be delayed as the result of illness, accident, participation in foreign exchange programs, or academic difficulties, all of which could result in a student being 19 years old before September 10th of their senior year in high school; therefore, now, be it

Resolved, that the Montana School Boards Association (MTSBA):

1. urges the Montana State Legislature to amend 20-5-101 adding the underlined text as follows:

Admittance of child to school. (3) The trustees may at their discretion assign and admit a child to a school in the district who is under 6 years of age or an adult who is 19 years of age or older if there are exceptional circumstances that merit waiving the age provision of this section. **The trustees may also admit an individual who has graduated from high school but is not yet 19 years of age even though no special circumstances exist for waiver of the age provision of this section.**

2. urges the Montana State Legislature to amend 20-1-101 striking and replacing with the underlined text as follows:

Definitions. (16) "Pupil" means a child who is 6 years of age or older on or before September 10 of the year in which the child is to enroll or has been enrolled by special permission of the board of trustees under 20-5-101(3) but who has not yet reached **19 20** years of age and who is enrolled in a school established and maintained under the laws of the state at public expense. For purposes of calculating the average number belonging pursuant to 20-9-311, the definition of pupil includes a person who has not yet reached **19 20** years of age by September 10 of the year and is enrolled under 20-5-101(3) in a school established and maintained under the laws of the state at public expense.

Billings Public Schools, School District #2

Resolution No. 2

Submitted January 22, 2108

Resolution Overview:

To establish an ongoing funding mechanism for grades 7-12 (middle and high school).

Specific sections of law anticipated to be changed: Title 20-9-309

How is the resolution anticipated to advance the interests of all of Montana's public schools, and/or public school students and/or increase student opportunity and success? The majority of jobs in the U.S. labor market now require more than a high school diploma but less than a four-year degree. By sustaining adequate funding for career technical education throughout the state of Montana, it guarantees middle school and high school students the opportunity to enroll in career technical education careers which in turn prepares the student for a wide range of careers and post secondary education programs. Upon completion of these programs, it provides students with life and employment skills that make them highly desirable employees in today's modern workforce. Research has identified career and technical education courses as a path that increase student engagement and high school graduation rates. Establishing an ongoing funding mechanism will increase opportunities for career and technical education offerings for all Montana students.

What are the anticipated sources of external opposition (groups outside of MTSBA)? Community members and legislators that are not aware of the positive impact of Career Technical Education on graduation rates and academic growth, preparing students for credential programs and higher education and preparation for our future workforce.

What are the anticipated sources of internal opposition or division within MTSBA and what steps have been taken, if any, to mitigate/minimize or resolve such division? We do not foresee a lot of internal opposition to this resolution. However, we are willing to listen and potentially tweak the CTE resolution.

What is the projected statewide impact on Montana's public schools of the proposed resolution? Statewide impact will be based on grades 7-12 student access to career technical education (7-8 - 21,937 and 9-12 - 41,764). Although we realize all 7-12 grade students will not participate, we are prepared to support those that opt for CTE classes. No per student dollar allocation has been established.

Please provide any additional background, explanation or other context for the resolution that you would like to be considered during the deliberations of the Delegate Assembly. Please see attached "Supportive Data for CTE Funding Resolution 2019"

Proposed MTSBA Resolution for CTE Funding

Whereas, the Constitution of the State of Montana, Article X, Section 1, guarantees the people a "quality public elementary and secondary" education;

Whereas, Title 20-9-309, of the Montana Code Annotated, requires the legislature to provide adequate funding to create a quality educational system;

Whereas, funding for Career and Technical Education (CTE) in Montana is well below the funding levels for programs in neighboring and other western states; and

Whereas, the current level of funding for Career and Technical Education in **Montana's** secondary schools is **\$23.77** per student annually;

Whereas, the current level of funding for Career and Technical Education in **Idaho's** secondary schools is **\$120.12** per student annually;

Whereas, the current level of funding for Career and Technical Education in **Wyoming's** secondary schools is **\$217.59** per student annually;

Whereas, the current level of funding for Career and Technical Education in **North Dakota's** secondary schools is **\$537.67** per student annually;

Whereas, the majority of jobs in the U.S. labor market now require more than a high school diploma but less than a four-year degree; and

Whereas, enrollment in middle and high school Career and Technical Education prepares students for a wide range of careers and post-secondary education programs; and

Whereas, enrollment in middle and high school career and technical education courses provide students with life and employment skills to make them highly desirable employees in today's modern workforce; and

Whereas, enrollment in middle and high school career and technical education courses has been identified as a path that increases student engagement and high school graduation rates; and

Whereas, economic analyses have shown that for every dollar a state government spends on Career Technical Education, the state gains between \$9 and \$13 in benefits;

Whereas, establishing an ongoing funding mechanism for middle and high school career and technical education will increase opportunities for career and technical education offerings for Montana students; therefore, now, be it

Resolved, that the Montana School Boards Association (MTSBA):

1. urges the Montana State Legislature to increase funding for Career and Technical Education as part of the K-12 BASE Aid, with appropriate inflationary increases, with a funding formula that is the equivalent of at least \$62.00 per secondary student annually; and
2. urges the Montana State Legislature to increase funding for Career and Technical Education as part of the K-12 BASE Aid, with appropriate inflationary increases, with a funding formula that is the equivalent of at least \$19.00 per Seventh and Eight Grade student annually.

Billings Public Schools, School District #2

Resolution No. 3

Submitted January 22, 2108

Resolution Overview:

To direct the Office of Public Instruction to create a BASE Aid funding source that fosters the collaboration of AA and non-AA district for the establishment of Synchronous Distance Learning networks.

Specific sections of law anticipated to be changed: Title 20-9-309

How is the resolution anticipated to advance the interests of all of Montana's public schools, and/or public school students and/or increase student opportunity and success? Due to teacher recruitment and retention crisis for many rural district and the threat of future possible discontinuation of AP and Honors classes because of low enrollment, this addition to the bill is needed to create and sustain another avenue for all students to have access AP and Honors classes. Advances in technology will make the cost of obtaining access to these particular classes available to all students across Montana.

What are the anticipated sources of external opposition (groups outside of MTSBA)? Unknown

What are the anticipated sources of internal opposition or division within MTSBA and what steps have been taken, if any, to mitigate/minimize or resolve such division? Unknown

What is the projected statewide impact on Montana's public schools of the proposed resolution? Better access to advanced classes for students in Montana, thereby meeting the definition of quality.

Please provide any additional background, explanation or other context for the resolution that you would like to be considered during the deliberations of the Delegate Assembly. The Montana Digital Academy is an excellent resource for certain students and situations. Advances in technology have reduced the cost of delivering live, interactive experiences, making the expense of sharing quality public instruction equitably across the state for All Montanans much more cost effective. The collaboration of rural and urban districts in this effort will positively advance the equitable distribution of resources for education across the state.

Proposed MTSBA Resolution for Synchronous Distance Learning For Advanced Placement and Honors Courses

Whereas, the Constitution of the State of Montana, Article X, Section 1, guarantees the people a "quality public elementary and secondary" education;

Whereas, Title 20-9-309, of the Montana Code Annotated, requires the legislature to provide adequate funding to create a quality educational system;

Whereas, Title 20-9-309 of the MCA, Subsection (e), specifically states that the legislature shall fund "facilities and distance learning technologies associated with meeting the accreditation standards,";

Whereas, there is currently a teacher recruitment and retention crisis for many rural districts;

Whereas, there is generally a wider offering of AP and Honors classes in the AA districts, although individually some of these classes may be under enrolled, thereby threatening their continued offering;

Whereas, The Montana Digital Academy is an excellent resource for a certain students and situations, but not all;

Whereas, advances in technologies have reduced the cost of delivering live, interactive experiences, making the expense of sharing quality public instruction equitably across the state for all Montanans much more cost effective;

Whereas, the definition of Synchronous Distance Learning is a real-time, multi user audio and video experience where students participate in a class through video conferencing as if they were physically present; and

Whereas, the collaboration of rural and urban districts in this effort will positively advance the equitable distribution of resources for education across the state; therefore, now, be it

Resolved, that the Montana School Boards Association (MTSBA):

1. urges the Montana State Legislature to include funding for Synchronous Distance Learning as part of the K-12 BASE Aid, with appropriate inflationary increases, so as to allow adequate resources multi-district cooperation, thus meeting the definition of quality.

Bitterroot Valley Education Cooperative

Submitted February 8, 2108

Powell County High School District

Submitted February 12, 2108

Resolution Overview:

Support for legislation to adequately fund the needs of all students with disabilities throughout Montana schools including increased federal funding, special education inflationary funding and increased funding for special education cooperatives in serving the needs of students in rural schools.

Specific sections of law anticipated to be changed: One option is to consider revisions to 20-9-321, MCA, the Allowable Cost Payment for Special Education. Any revisions to the formula may necessitate additional funding allocation.

How is the resolution anticipated to advance the interests of all of Montana's public schools, and/or public school students and/or increase student opportunity and success? Revision of the special education funding formula or other mechanisms to increase funding will help improve personnel shortages, costly supports for students with high needs and student access to appropriate services across diverse school settings.

What are the anticipated sources of external opposition (groups outside of MTSBA)? Individuals including representatives who oppose funding increases.

What are the anticipated sources of internal opposition or division within MTSBA and what steps have been taken, if any, to mitigate/minimize or resolve such division? We don't anticipate significant opposition. During the 2017 legislative session, there was general support from all size school districts to improve the special education funding formula, including a representative of the Great Falls School District who promoted it as a measure to reduce pressure on GFPS to serve students from area school districts where access to services was limited.

What is the projected statewide impact on Montana's public schools of the proposed resolution? Improved equalization for access to appropriate special education services among individual community schools. Reduced student transfers among districts when parents seek appropriate levels of resources and services. Reduced complaints and due process proceedings over failure to provide FAPE to students when individual needs are unmet or special education supports are considered unsatisfactory.

Please provide any additional background, explanation or other context for the resolution that you would like to be considered during the deliberations of the Delegate Assembly: The current special education funding formula in 20-9-321 has not been updated since 1992 and costs have significantly shifted since then. Additionally, state funding for special education is one of the only education funding sources that does not include annual inflationary adjustments. Federal IDEA funding has been stagnant since 2009 and languishes at 15% of costs, far below the 40 percent rate authorized by congress when originally enacted in 1975 under P.L. 94-142.

In the MTSBA Critical Issues Survey from summer of 2017, 89% of members completing the survey chose "meeting the needs of special education students" as either "significant" or "very

significant” in terms of this issue’s impact on and/or importance to serving students in their district. This was the highest ranked answer on the survey. The third highest ranked answer chosen by 82% of MTSBA members participating in the survey showed “Recruitment and retention of quality staff” as either “significant” or “very significant” in impacting service to students.

Montana’s public schools have more difficulty recruiting and retaining special education teachers than in any other endorsement area, with nearly double the number of total vacancies in special education than in the next highest area, CTE, according to the Office of Public Instruction’s teacher shortage report. Moreover, 92% of school districts reported hiring School Psychologists as “difficult or very hard” rising twelve percentage points higher than special education teacher difficulty at 80%.

Results from the MTSBA and the OPI survey data reinforce that recruitment and retention challenges are most numerous and difficult for special education related vacancies. It would be prudent for the membership of MTSBA to consider solutions to shore up, stabilize, and further secure equitable and quality resources for our students with special needs in light of the survey responses above. Solutions should include the role of special education cooperatives in serving students with special needs which is of critical importance in Montana. Solutions should not include tradeoffs that result in reductions to other state special education or general education funding streams.

It is critical to support and advocate for greater access and equity for every special education student regardless of zip code through increased services, academic support, and expanding recruitment and retention of quality educators. To support Montana’s public schools and special education cooperatives’ efforts and to fulfill the promise of Article X and IDEA solutions could include, but are not limited to, increased federal advocacy efforts, increased funding for special education cooperatives and inflationary funding for special education.

Darby K-12 School District

Submitted February 12, 2108

Resolution Overview:

In 2014 Darby School District was notified they would be receiving a large donation from a deceased alumnus. The board worked to develop a policy regarding what would be done with the money. Initially, much of the money was invested through an investment company in the stocks and bonds markets. However, this was outside the law and we rectified our mistake as soon as we were made aware of it. The District would like to be allowed to invest at least a portion of this money in a higher yielding portfolio than current law allows.

Specific sections of law anticipated to be changed: Section 13 of the constitution, and MCA 7-6-202

How is the resolution anticipated to advance the interests of all of Montana's public schools, and/or public school students and/or increase student opportunity and success? By allowing districts to invest money in special circumstances, they will be able to improve facilities and programs. This will help alleviate a burden on taxpayers in certain situations.

What are the anticipated sources of external opposition (groups outside of MTSBA)?

A possible conflict of interest exists in having a board member who owns a company voting for the board to invest in their company's stock. Language would need to clearly not allow this situation to happen.

What are the anticipated sources of internal opposition or division within MTSBA and what steps have been taken, if any, to mitigate/minimize or resolve such division? None expected.

What is the projected statewide impact on Montana's public schools of the proposed resolution? There would be an opportunity for school districts to develop planned giving initiatives and/or larger scale fundraising to develop a principal amount which could then be invested. The increase of the money could then be used to fund programs and facilities in perpetuity as the invested amount would stay with the district.

Please provide any additional background, explanation or other context for the resolution that you would like to be considered during the deliberations of the Delegate Assembly: Our district would only consider investing donated money. The benefit to our students and relief to tax payers could be great.

DeSmet Public School District #20

Submitted February 7, 2108

Resolution Overview:

State adoption of school site zoning guidelines for city and county zoning boards to consider in discussions on zoning around schools or creating new school zones. Develop voluntary school siting guidelines that will encourage, inform and improve consideration of health, safety and environmental factors in local school siting decision-making processes without infringing on local decision-making authority, but recognize the unique considerations of zoning around schools. With the current push to improve the quality of public education, school systems are working to reduce class size in order to give students more individualized attention in the primary grades. Similarly, current research suggests that overall school populations of more than 800 students may be detrimental to the learning process. The result is to build more schools to meet the demand. The need for more classrooms or relocating existing schools has resulted in a disconnect between the schools and the community they serve. A school that is located in the center of the community is more than just a convenient location for the school population. The focus is on collaboration between the school and community. The following recommendations improve the links between schools, land use and the community:

1. Sites for educational facilities should be located as near as possible to existing and proposed community facilities, including parks, recreation centers, galleries, libraries and health centers for easy access to resources;
2. Sites should be located near to the center of probable student populations;
3. School facilities should be located within walking distance of the greatest number of students;
4. Locations where future zoning might permit construction of factories, congested business centers, and noisy / hazardous transportation systems should be avoided;
5. In urban areas, the educational facilities and the neighbor are intimately related. The school should not attempt to isolate itself from the community;
6. Zoning regulations should use the distance from the school property boundary rather than the school's front door;
7. Existing zoning regulations should be reviewed to comply as much as possible with proper school site zoning guidelines. (Linking School Siting to Land Use Planning, community choices tool kit)

Specific sections of law anticipated to be changed: Protection of State Infrastructure Assets in the city and county zoning process

How is the resolution anticipated to advance the interests of all of Montana's public schools, and/or public school students and/or increase student opportunity and success? Proper school siting guidelines ensure the health and safety of the students. Walkable neighborhoods have fewer busing needs which is an economic advantage, the school can become the community center for other services like after school programs, adult education programs and athletic events.

What are the anticipated sources of external opposition (groups outside of MTSBA)?
City or county planning boards.

What are the anticipated sources of internal opposition or division within MTSBA and what steps have been taken, if any, to mitigate/minimize or resolve such division?

None foreseen, all members have been reached out to in this process.

What is the projected statewide impact on Montana's public schools of the proposed resolution? Montana schools will be safer and healthier for the students and a more integral part of the community. It will enhance cooperation and communication between school and planning boards.

Please provide any additional background, explanation or other context for the resolution that you would like to be considered during the deliberations of the Delegate Assembly: Recently planning boards in Missoula have considered opening a mine next to Frenchtown High School and have surrounded DeSmet Public School with light industrial.

Lockwood School District

Submitted February 9, 2108

Resolution Overview:

Creation of a funding mechanism for Middle School Career and Technical Education programs.

Specific sections of law anticipated to be changed: 20-7-305 (all), 20-7-306 (2-6)

How is the resolution anticipated to advance the interests of all of Montana's public schools, and/or public school students and/or increase student opportunity and success? Expose student to potential career paths in the middle grades, increase participation in HS CTE programs.

What are the anticipated sources of external opposition (groups outside of MTSBA)?
None

What are the anticipated sources of internal opposition or division within MTSBA and what steps have been taken, if any, to mitigate/minimize or resolve such division?
None.

What is the projected statewide impact on Montana's public schools of the proposed resolution? More MS CTE programs, better equipment for said programs.

Please provide any additional background, explanation or other context for the resolution that you would like to be considered during the deliberations of the Delegate Assembly: There was good support for this concept by legislators during the past session, unfortunately funding was not available.

Vaughn Public Schools

Submitted February 6, 2108

Resolution Overview:

The Vaughn Board of Trustees believe it is important to ensure the state continue to be in compliance with constitutional guarantees afforded children under Title X of the Montana Constitution. Special education coops have not received an increase in the state disbursement for over a decade.

Specific sections of law anticipated to be changed: Title 20-9-321

How is the resolution anticipated to advance the interests of all of Montana's public schools, and/or public school students and/or increase student opportunity and success? The general fund of all schools is required to provide more and more funding for special education services. As a result, special education coops receive general fund monies from districts in order to provide services. As a result, schools have less money to spend out of their general fund for other educational purposes.

What are the anticipated sources of external opposition (groups outside of MTSBA)? It is possible, although not likely, that AA Districts may oppose additional funding for special education coops if they perceive the funds could be distributed across AA Districts.

What are the anticipated sources of internal opposition or division within MTSBA and what steps have been taken, if any, to mitigate/minimize or resolve such division? Once again, except as noted, there is little likelihood of any opposition within MTSBA.

What is the projected statewide impact on Montana's public schools of the proposed resolution? This will provide much needed additional funding to special education coops that will in turn provide coops the ability to recruit specialized personnel (PT, OT, SP, Psychologists) to assist with IEP requirements.

Please provide any additional background, explanation or other context for the resolution that you would like to be considered during the deliberations of the Delegate Assembly. State funding for special education coops has reached a critical stage. Due to a lack of adequate funding, students with a variety of special needs are in danger of not receiving services as mandated in IEP.

Montana School Boards Association Board of Directors

Proposed Amendment to Principle V

Principles and Guidelines Amendment: An amendment to the Principles and Guidelines to simplify, clarify and institutionalize MTSBA's opposition to public funding of private education.

MTSBA must:

1. ~~Carefully analyze~~ **Oppose** vouchers, tuition tax credits, and other forms of proposed direct or indirect support for sectarian education **that MTSBA believes violates Article X, Section 6 of the Montana Constitution.** ~~with public funds with the intent to vigorously oppose measures that do not have merit for public education. MTSBA's advocacy should be based on applicable and contemporary rulings of the Montana Supreme Court and should honor the intent of our Constitutional Framers in requiring a greater degree of separation under the Montana Constitution (e.g., prohibition on "direct or indirect" support) than under the U.S. Constitution (interpreted to prohibit direct sectarian aid).~~

SCHOOL SAFETY FUNDING PROPOSAL

20-9-543. (Temporary) School flexibility fund -- uses. (1) (a) The trustees of a district shall establish a school flexibility fund and may use the fund, in their discretion, for school district expenditures incurred for:

(i) technological equipment enhancements and expansions considered by the trustees to support enhanced educational programs in the classroom;

(ii) facility expansion and remodeling considered by the trustees to support the delivery of educational programs or the removal and replacement of obsolete facilities;

(iii) supplies and materials considered by the trustees to support the delivery of enhanced educational programs;

(iv) student assessment and evaluation;

(v) the development of curriculum materials;

(vi) training for classroom staff considered by the trustees to support the delivery of enhanced educational programs;

(vii) purchase, lease, or rental of real property that must be used to provide free or reduced price housing for classroom teachers;

(viii) salaries, benefits, bonuses, and other incentives for the recruitment and retention of classroom teachers and other certified staff, subject to collective bargaining when applicable;

(ix) increases in energy costs caused by an increase in energy rates from the rates paid by the district in fiscal year 2001 or from increased use of energy as a result of the expansion of facilities, equipment, or other resources of the district; ~~or~~

(x) innovative educational programs as defined in **20-9-902** and technology deficiencies; or

(xi) costs considered by the trustees as necessary to promote or enhance school safety.

(b) If the district's ANB calculated for the current fiscal year is less than the ANB for the current fiscal year when averaged with the 4 previous fiscal years, the district may use money from the school flexibility fund to phase in over a 5-year period the spending reductions necessary because of the reduction in ANB.

(2) The trustees of a district shall fund the school flexibility fund with the money allocated under **[20-9-904 and] 20-9-542** and with the money raised by the levy under **20-9-544**, and other revenue as allowed by law.

(3) The financial administration of the school flexibility fund must be in accordance with the financial administration provisions of this title for a budgeted fund.


20-9-544. District school flexibility fund levy. (1) In addition to the money allocated in **20-9-542** for a district's school flexibility fund, the trustees of a school district may submit a proposition to the qualified electors of the district to approve a levy in an amount not to exceed 25% of the district's allocation in **20-9-542** to fund the school flexibility fund authorized under **20-9-543**. An election called pursuant to this section must be called and conducted in the manner prescribed by this title for school elections. The ballot for a proposition must provide "FOR" and "AGAINST" provisions, stating whether

the district is authorized to impose a levy of (state the dollars) dollars and (state the approximate number of mills) mills to fund the school flexibility fund in the school district. The school flexibility fund proposition is approved if a majority of those electors voting at the election approve the levy.

(2) The trustees of a school district may submit a proposition to the qualified electors of the district to approve a school security levy to fund costs specified in 20-9-543(1)(a)(xi). The election must be called and conducted in the manner prescribed by this title for school elections and in the manner prescribed by 15-10-425. In order to submit to the qualified electors of the district a proposition for the establishment of or addition to a school security levy, the trustees shall pass a resolution that specifies:

- (i) the purpose or purposes for which the new or addition to the school security levy will be used;
- (ii) the duration of time over which the new or addition to the school security levy will be assessed;
- (iii) the total amount of money that will be levied during each year of the levy. The amount of the annual school security levy may not exceed the sum of \$15,000 and the product of \$100 multiplied by the district's budgeted ANB for the year in which the levy election occurs; and
- (iv) any other requirements under 15-10-425 and 20-20-201 for the calling of an election.

(23) Money collected from the ~~levy~~ levies must be deposited in the district's school flexibility fund and spent in accordance with **20-9-543**

	Wilson	Willeit	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: REVISED POLICY #2163, TRAFFIC EDUCATION, 1ST READING
 CATEGORY: DISCUSSION AND REPORTS
 ORIGINATED BY: Steve Johnson, Deputy Superintendent Operations
 OTHERS INVOLVED: Byrdeen Warwood, Adult & Community Education Coordinator
 DATA EXPANSION: Revised Policy #2163
 COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District DISCUSSION
 May 14, 2018

DISCUSSION:

This proposed Policy change allows the policy to stay current if the State changes the required class and/or drive time. It also eliminates that the two allowed absences have to be medical and family emergencies. While we strongly encourage no absences, the current language has become nearly impossible to enforce.

INSTRUCTION


Traffic Education

Bozeman School District #7 is a state-approved traffic education program and follows the Traffic Education Standards/Requirements/Procedures for High School Driver Education Programs, published by the State of Montana, Health Enhancement and Safety Division, Traffic Education Unit, Office of Public Instruction. Students fifteen (15) years old or older, or who will reach their fifteenth (15th) birthday within six (6) months of the course completion, are eligible to enroll in a traffic education program. Students are scheduled by age, with the oldest student having first priority. The traffic education program forms the foundation for safe, prudent driving behaviors. The traffic education program is designed to meet the criteria established by the Superintendent of Public Instruction. These criteria include requirements for instructional time, for instructor certification, recommendations for course of study and reimbursement procedures. The policies and procedures under which the traffic education program operates underscore the weighty responsibility the District assumes in the offering of this program and provides a level of accountability to the state and its citizenry.

~~The program requires a minimum of 25 student contact days, and allows for a maximum of two absences for a family or medical emergency.~~ **Student contact time for instruction and drive time shall be a minimum of that required by State Law. A maximum of two absences shall be allowed.**

Legal Reference:

- 20-7-502, MCA Duties of superintendent of public instruction
- 20-7-503, MCA District establishment of traffic education program
- 20-7-507, MCA District traffic education fund
- 0.13.307, ARM Program Requirements

	Wilson	Willett	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: REVISED POLICY #6143, LEADERSHIP
 COMPENSATION PLAN, 1ST READING
 CATEGORY: DISCUSSION AND REPORTS
 ORIGINATED BY: Rob Watson, Superintendent
 OTHERS INVOLVED: Pat Strauss, Director of Human Resources
 DATA EXPANSION: Rev. Policy #6143
 COST/FUND SOURCE: \$14,250 Elementary General Fund Budget

IMPLEMENTATION

ACTION: Elementary and High School District DISCUSSION
 May 14, 2018

DISCUSSION

Trustees have used District Policy #6143 to set most administrators salary amounts since 1986. Trustees set the base amount, which drives the salary amount for individual positions. The administrative positions that are not covered by the policy are the Superintendent and the two Deputy Superintendents.

Through restructuring of the high school administrative team, there is no longer an Assistant Principal-Finance position.

The four larger elementary school position factor is 1.35. The four smaller elementary school position factor is 1.30. It is the intention of the administration to level the position factor for all elementary principals as the duties and responsibilities are similar between the smaller and larger schools.

ADMINISTRATION

Leadership Compensation Plan

SALARY INDEX SYSTEM FOR LEADERSHIP TEAM MEMBERS

Base for current year - Largest of:

- a. 60% of the previous year's average high school principal's salary in the "AA" districts in Montana.
- b. Dollar amount set by Board of Trustees.

The amounts for a. and b. above shall be updated annually by the superintendent and indicated in the procedures to this policy.

Position Factor (responsibility, size of school, no. of staff, etc.)

		<u>Work Year</u>
Elementary Principals (Irving, Longfellow, Whittier, Hawthorne	1.30	204 days
Elementary Principal (Morning Star, Emily Dickinson, Hyalite, Meadowlark)	1.35	204 days
Middle School Principal	1.35	220 days
Elementary Asst. Principal	1.20	204 days
High School Principal	1.45	225 days
High School Asst. Principal	1.27	210 days
High School Asst. Principal - Finance	1.27	220 days
Athletic/Activities Director	1.27	225 days
Middle School Asst. Principal	1.25	210 days
Director of Facilities	1.30	Full
Director of Music and Fine Arts	1.30	204 days
Director of Special Education	1.35	Full
Director of Human Resources	1.35	Full
Director of Business Services/District Clerk	1.35	Full
Director of Curriculum	1.30	220 days

Previous Experience Factor* (experience as an administrator in Bozeman)

.01 for each year to a maximum of 10 years

*The Superintendent may, with Board approval, allow up to 5 years credit for outside administrative experience.

Education Factor* (quarter credits in an institution of higher education)

Below M	=	-.02	M+45	=	.06
M	=	.00	M+60	=	.08
M+15	=	.02	Doctorate	=	.10
M+30	=	.04			

*Compensation for the Superintendent, Deputy Superintendent Operations and the Deputy Superintendent Instruction will be decided by the Board on a yearly basis. Director of Facilities will get .00 education factor for a Professional Engineering License.

Work Year Factor

204 days	=	.00	220 days	=	.07
210 days	=	.03	225 days-Full Year	=	.10*
215 days	=	.05			

*Full year administrators earn vacation per MCA 2-18-611 and their work year is dependent on the following schedule. Administrators are encouraged to use their earned vacation leave. However, due to the demands of the job and pursuant to 2-18-617(5), administrators with an accumulated vacation leave balance greater than that allowed, may request a lump sum payment for the excess vacation leave balance.

<u>In-State Years of Employment</u>	<u>Vacation Days Credit Per Year</u>	<u>Number of Days Contracted</u>
1-day - 10 years	15	251
10-15 years	18	254
15-20 years	21	257
20 years on	24	260

Special Assignment Factor

Individual administrator's basic job may include a variety of responsibilities. For example, elementary principals in the district generally have assignments which include the usual responsibilities of a building principal, plus one or more district-wide assignments depending on the nature of the overall basic job responsibilities. Occasionally an administrator's workload significantly exceeds the norm as a result of assignments by the Superintendent. In such circumstances the Superintendent is authorized to allow from 1-4 index points for these special assignments. The special assignments may include opening a new building, being assigned to more than one building, special administrative problems, lack of administrative assistance, additional unusual responsibilities or other unique circumstances.

Flexible Benefits

Administrators will receive an additional salary in lieu of health insurance benefits as approved by the Board of Trustees and referenced in 6143P.


An individual administrator's salary is determined by adding the appropriate index factors and multiplying the total times the base.

After consideration of administrator evaluations, the Superintendent may recommend and the Board may approve a resolution to continue an individual administrator at the same salary and thus disallow him/her all or a portion of the increase that may have been anticipated under this leadership compensation system (20-4-203 M.C.A.)

Depending on the level of performance of the administrator during the frozen salary year, the Superintendent may recommend a continuation of the frozen salary amount for another year or may recommend that the administrator's salary be determined from the normal application of the index system with a loss of one year of credited experience.

Adopted: 9/22/86,

Rev. 9/14/87, 6/20/88, 1/16/90, 5/14/90, 9/11/90, 2/11/91, 5/13/91, 5/11/92
6/14/93, 9/9/96, 6/8/98, 8/9/99, 7/14/03, 3/06/06, 6/11/07, 7/28/08, 4/13/09, 7/12/10,
6/11/12, 7/29/13, 01/23/17, **06/11/18**

	Wilson	Willet	Tage	Reinhardt	Neil	Lusin	Fischer	Arneson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: UNIFORM GUIDANCE – DISTRICT POLICIES RELATED TO FEDERAL GRANT MANAGEMENT – 1ST READING

CATEGORY: DISCUSSION AND REPORTS

ORIGINATED: Mike Waterman, Director of Business Services/District Clerk

OTHERS INVOLVED: Steve Johnson, Deputy Superintendent Operations, RJ Tvedt, Accounting Supervisor

DATA EXPANSION: Policy Rev. 1512, Rev. 7336, New 7338, New 7340, New 8430 and Deleted 8410

COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: Elementary and High School District DISCUSSION
May 14, 2018

DISCUSSION:

1. Uniform Guidance requires that management adopt certain written policies to ensure compliance with federal grant requirements.
2. The District's auditors, Anderson Zurmuehlen & Co., PC, recommends the District review current policies in place and ensure that they meet all the requirements under Uniform Guidance, which include the following:
 - Written policy regarding collection of federal funds and minimizing time held (CFR 200.302 (b) 6) [New Policy 7340]
 - Written policy regarding for determining the allowability of costs under applicable cost principles & grant terms (CFR 200.302 (b) 7) [New Policy 7338]
 - Written policy regarding conflict of interest in procurement and contract administration process (CFR 200.318 (c)) [Revised Policy 1512]
 - Written procurement policy (CFR 200.319 (c)) [Revised Procedure 7320P]
 - Written policy for documenting how time and effort charged to grants will be documented in the entity's records (CFR 200.430) [New Policy 7338]
 - Written travel policy (CFR 200.474) [Revised Policy 7336 and Revised Procedure 7336P]
 - Written cyber security policy that addresses protection of personally identifiable information (CFR 200.303e) [Delete Existing Policy 8410 and replace with New Policy 8430].
3. The Montana School Boards' Association developed a model policies and policy language regarding these issues. Our auditors have also reviewed the proposed changes for compliance with the federal regulations.

BOARD OF TRUSTEES

Conflict of Interest

A trustee may not:

1. Engage in a substantial financial transaction for his/her private business purpose with a person whom he/she inspects or supervises in the course of his/her official duties.
2. Perform an official act directly and substantially affecting to its economic benefit a business or other undertaking in which he/she either has a substantial financial interest or is engaged as counsel, consultant, representative or agent.
3. Act as an agent or solicitor in the sale or supply of goods or services to a district.
4. Have a pecuniary interest, directly or indirectly, in any contract made by the Board of Trustees when the trustee has more than a ten percent (10%) interest in the corporation; contract does not include: merchandise sold to the highest bidder at public auctions; investments or deposits in financial institutions which are in the business of loaning or receiving money when such investments or deposits are made on a rotating or ratable basis among financial institutions in the community or when there is only one financial institution in the community; or contracts the professional services other than salaried services or for maintenance or repair services or supplies when the services or supplies are not reasonably available from other sources, if the interest of any Board member and a determination of such lack of availability are entered in the minutes of the Board meeting at which the contract is considered.
5. Be employed in any capacity in the district, with the exception of officiating at athletic competitions under the auspices of the Montana Officials Association.
6. Appoint to a position of trust or emolument any person related or connected by consanguinity within the fourth degree or by affinity within the second degree.
 - a. This prohibition does not apply to the issuance of an employment contract to a person as a substitute teacher who is not employed as a substitute teacher for more than thirty (30) consecutive days,
 - b. This prohibition does not apply to the renewal of an employment contract of a person related to a Board member, who was initially hired before the Board member assumed the trustee position.
 - c. This prohibition does not apply if trustees comply with the following requirements: 1) All trustees, except the trustee related to the person to be employed or appointed, vote to employ the related person; 2) the trustee related to the person to be employed abstains from voting; and 3) the trustees give fifteen (15) days written notice of the time and place of their intended action in a newspaper of general circulation in the county where the school is located.

Federal Awards

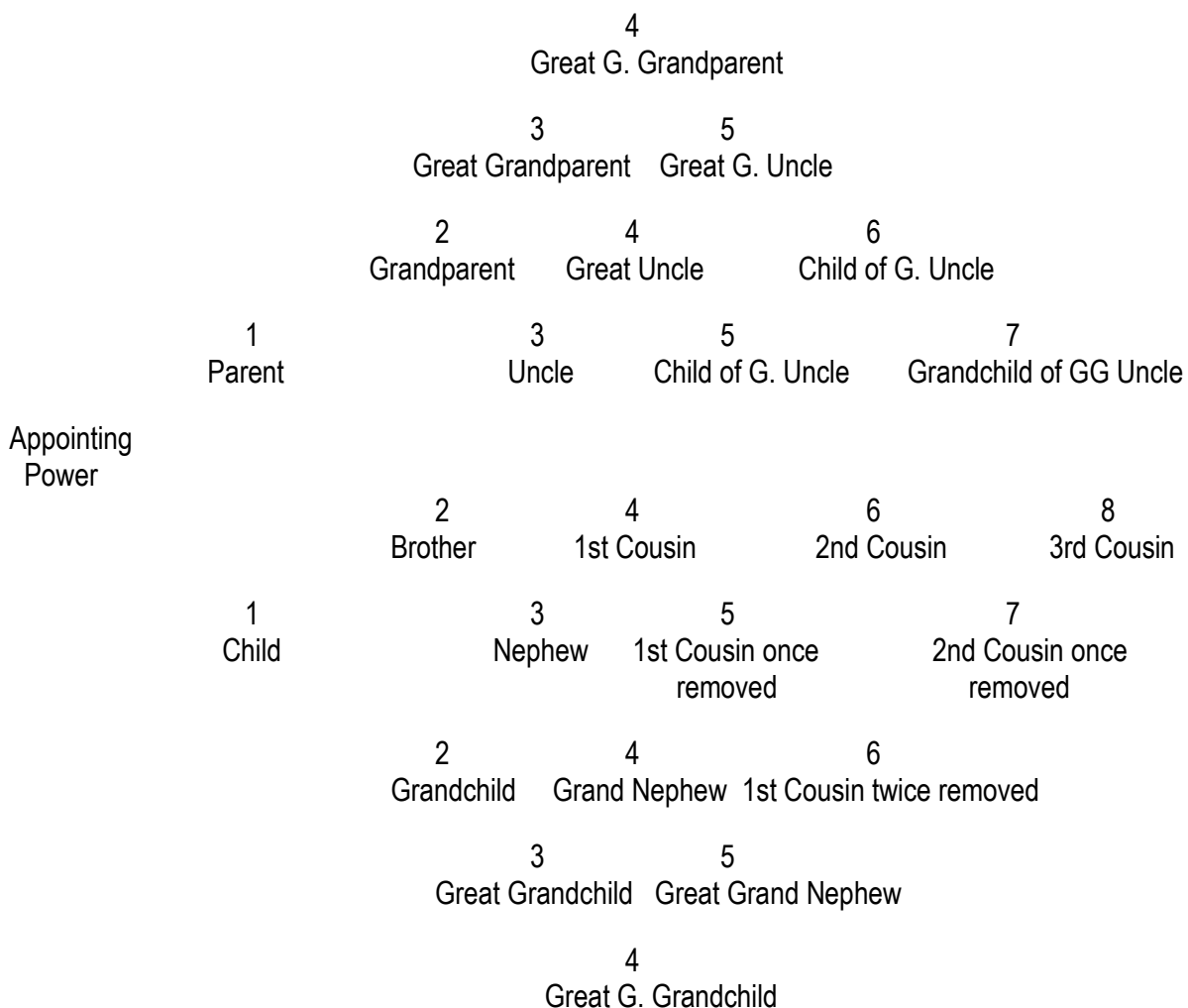
No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract.

District officers, employees, and agents may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts, unless the item is unsolicited or of nominal value. Officers, employees, or agents who violate this policy are subject to disciplinary action.

The District must disclose in writing any potential conflict of interest to the Federal awarding agency or pass-through entity in accordance with applicable Federal awarding agency policy.

DEGREES OF CONSANGUINITY

(Read the chart from left to right, starting with "Appointing Power" designation)



When "brother" appears, read "brother or sister;" where "uncle" appears, read "uncle or aunt;" where "nephew" appears, read "nephew or niece." The first cousin is in the cousin germane.

DEGREES OF AFFINITY

Affinity is the legal relationship arising as the result of marriage. Relationship by affinity terminates upon death of one of the spouses or other dissolution of marriage, except when the marriage has resulted in issue still living.

			3 Great Grandparent-in-law
		2 Grandparent-in-law	
	1 Father/Mother-in-law		3 Uncle/Aunt-in-law
Trustee	1 Spouse	2 Brother/Sister-in-law	
	1 Step Child		3 Nephew/Niece-in-law
		2 Step Grandchild	
			3 Step Great Grandchild

Legal References:	2-2-201 M.C.A.	Public Officers, Employees of Former Employees not to have Interest in Contracts
	2-2-302 M.C.A.	Appointment of Relative to Office of Trust-- Employment Unlawful
	20-1-201 M.C.A.	School Officers not to act as Agent
	20-9-204 M.C.A.	Conflicts of Interest, Letting Contracts and Calling for Bids
	CFR 200.318(c)	General Procurement Standards

Adopted: 9/22/86

Rev.: 08/15/16, **06//11/18**

FINANCIAL MANAGEMENT

Travel Allowances and Expenses

The District will reimburse employees and trustees for **certain** travel expenses while traveling outside of the school district and engaged in official District business. School district employees and trustees who are not exempted by another policy will be reimbursed according to the accompanying schedule of travel allowances. All travel expenses must be reported on the established travel expense forms and approved by the employee's supervisor and the Superintendent or designee.

The school district business office will be responsible for the development of procedures and forms to be used in connection with travel expenses claims and reimbursements.

Ref:	M.C.A. 2-18-501	Meals, Lodging, and Transportation of Persons in State Service
	M.C.A. 2-18-502	Computation of Meal Allowance
	M.C.A. 2-18-503	Mileage Allowance
	CFR 200.474	Travel Costs

Adopted: 12/8/86 Rev: 3/30/92, 8/9/99, 11/12/12, **06/11/18**

FINANCIAL MANAGEMENT

Allowability of Costs - Federal Programs

Expenditures must be aligned with approved budgeted items. Any changes or variations from the approved budget and grant application need prior approval from the state or granting agency.

Delegation of Responsibility

When determining how the school district will spend its grant funds, the District Authorized Representative will review the proposed cost to determine whether it is an allowable use of federal grant funds *before* obligating and spending those funds on the proposed good or service.

Allowability Determinations

All costs supported by federal education funds must meet the standards outlined in EDGAR, 2 CFR Part 3474 and 2 CFR Part 200, Subpart E, which are listed below. The Authorized Representative must consider these factors when making an allowability determination. A section entitled, *Helpful Questions for Determining Whether Costs are Allowable*, is located at the end of this document.

Part 200 sets forth general cost guidelines that must be considered, as well as rules for specific types of items, both of which must be considered when determining whether a cost is an allowable expenditure of federal funds. The expenditure must also be allowable under the applicable program statute (e.g., Title I of the Every Student Succeeds Act (ESSA), or the Carl D. Perkins Career and Technical Education Act (Perkins)), along with accompanying program regulations, nonregulatory guidance and grant award notifications.

Restrictions in state and local rules or policy also must be considered.

General allowability determination factors include the following:

1. Be Necessary and Reasonable for the performance of the federal award. A cost is reasonable if, in its nature and amount, it does not exceed that which would be incurred by a prudent person under the circumstances prevailing at the time the decision to incur the cost was made. For example, reasonable means that sound business practices were followed, and purchases were comparable to market prices.

When determining reasonableness of a cost, consideration must be given to:

- Whether the cost is a type generally recognized as ordinary and necessary for the operation of the district or the proper and efficient performance of the federal award.
- The restraints or requirements imposed by factors, such as: sound business practices; arm's-length bargaining; federal, state and other laws and regulations; and terms and conditions of the federal award.
- Market prices for comparable goods or services for the geographic area.

- Whether the individual incurring the cost acted with prudence in the circumstances considering responsibilities to the district, its employees, its students, the public at large, and the federal government.
- Whether the district significantly deviates from its established practices and policies regarding the incurrence of costs, which may unjustifiably increase the federal award's cost. (2 CFR Sec. 200.404)

Whether a cost is necessary will be determined based on the needs of the program. Specifically, the expenditure must be necessary to achieve an important program objective. A key aspect in determining whether a cost is necessary is whether the district can demonstrate that the cost addresses an existing need, and can prove it. For example, the school entity may deem a language skills software program necessary for a limited English proficiency program.

When determining whether a cost is necessary, consideration may be given to:

- Whether the cost is needed for the proper and efficient performance of the federal award program.
 - Whether the cost is identified in the approved budget or application.
 - Whether there is an educational benefit associated with the cost.
 - Whether the cost aligns with identified needs based on results and findings from a needs assessment.
 - Whether the cost addresses program goals and objectives and is based on program data.
2. Allocable to the federal award. A cost is allocable to the federal award if the goods or services involved are chargeable or assignable to the federal award in accordance with the relative benefit received. This means that the federal grant program derived a benefit in proportion to the funds charged to the program. (2 CFR Sec. 200.405)
- For example, if fifty percent (50%) of a teacher's salary is paid with grant funds, then that teacher must spend at least fifty percent (50%) of his/her time on the grant program.
3. Consistent with policies and procedures that apply uniformly to both federally-financed and other activities of the school entity.
 4. Conform to any limitations or exclusions set forth as cost principles in Part 200 or in the terms and conditions of the federal award.
 5. Consistent treatment. A cost cannot be assigned to a federal award as a direct cost if any other cost incurred for the same purpose in like circumstances has been assigned as an indirect cost under another award.

6. Adequately documented. All expenditures must be properly documented.
7. Be calculated in accordance with generally accepted accounting principles (GAAP), unless provided otherwise in Part 200.
8. Not included as a match or cost-share, unless the specific federal program authorizes federal costs to be treated as such. Some federal program statutes require the nonfederal entity to contribute a certain amount of nonfederal resources to be eligible for the federal program.
9. Be the net of all applicable credits. The term “applicable credits” refers to those receipts or reduction of expenditures that operate to offset or reduce expense items allocable to the federal award. Typical examples of such transactions are: purchase discounts; rebates or allowances; recoveries or indemnities on losses; and adjustments of overpayments or erroneous charges. To the extent that such credits accruing to or received by the state relate to the federal award, they shall be credited to the federal award, either as a cost reduction or a cash refund, as appropriate. (2 CFR Sec. 200.406)

Selected Items of Cost

Subpart E of Part 200 sets forth principles to be applied in establishing the allowability of fifty-five (55) specific cost items (commonly referred to as Selected Items of Cost), at 2 CFR Sec. 200.420-200.475. These specific cost items are listed in the chart below along with the citation to the section of Subpart E addressing the allowability of that item. These principles are in addition to the other general allowability standards, and apply whether or not a particular item of cost is properly treated as direct cost or indirect (F&A) cost. Meeting the specific criteria for a listed item does not by itself mean the cost is allowable, as it may be unallowable under other standards or for other reasons, such as restrictions contained in the terms and conditions of a particular grant or restrictions established by the state or in Board policy. If an item is unallowable for any of these reasons, federal funds cannot be used to purchase it.

School district personnel responsible for spending federal grant funds and for determining allowability must be familiar with and refer to the Part 200 selected items of cost section. These rules must be followed when charging these specific expenditures to a federal grant. When applicable, employees must check costs against the selected items of cost requirements to ensure the cost is allowable, and also check state, district and program-specific rules.

The selected item of cost addressed in Part 200 includes the following (in alphabetical order):

Item of Cost	Citation of Allowability Rule
Advertising and public relations costs	2 CFR § 200.421
Advisory councils	2 CFR § 200.422
Alcoholic beverages	2 CFR § 200.423
Alumni/ae activities	2 CFR § 200.424
Audit services	2 CFR § 200.425
Bad debts	2 CFR § 200.426
Bonding costs	2 CFR § 200.427
Collection of improper payments	2 CFR § 200.428
Commencement and convocation costs	2 CFR § 200.429
Compensation – personal services	2 CFR § 200.430

Compensation – fringe benefits	2 CFR § 200.431
Conferences	2 CFR § 200.432
Contingency provisions	2 CFR § 200.433
Contributions and donations	2 CFR § 200.434
Defense and prosecution of criminal and civil proceedings, claims, appeals and patent infringements	2 CFR § 200.435
Depreciation	2 CFR § 200.436
Employee health and welfare costs	2 CFR § 200.437
Entertainment costs	2 CFR § 200.438
Equipment and other capital expenditures	2 CFR § 200.439
Exchange rates	2 CFR § 200.440
Fines, penalties, damages and other settlements	2 CFR § 200.441
Fund raising and investment management costs	2 CFR § 200.442
Gains and losses on disposition of depreciable assets	2 CFR § 200.443
General costs of government	2 CFR § 200.444
Goods and services for personal use	2 CFR § 200.445
Idle facilities and idle capacity	2 CFR § 200.446
Insurance and indemnification	2 CFR § 200.447
Intellectual property	2 CFR § 200.448
Interest	2 CFR § 200.449
Lobbying	2 CFR § 200.450
Losses on other awards or contracts	2 CFR § 200.451
Maintenance and repair costs	2 CFR § 200.452
Materials and supplies costs, including costs of computing devices	2 CFR § 200.453
Memberships, subscriptions, and professional activity costs	2 CFR § 200.454
Organization costs	2 CFR § 200.455
Participant support costs	2 CFR § 200.456
Plant and security costs	2 CFR § 200.457
Pre-award costs	2 CFR § 200.458
Professional services costs	2 CFR § 200.459
Proposal costs	2 CFR § 200.460
Publication and printing costs	2 CFR § 200.461
Rearrangement and reconversion costs	2 CFR § 200.462
Recruiting costs	2 CFR § 200.463
Relocation costs of employees	2 CFR § 200.464
Rental costs of real property and equipment	2 CFR § 200.465
Scholarships and student aid costs	2 CFR § 200.466
Selling and marketing costs	2 CFR § 200.467
Specialized service facilities	2 CFR § 200.468
Student activity costs	2 CFR § 200.469
Taxes (including Value Added Tax)	2 CFR § 200.470

Termination costs	2 CFR § 200.471
Training and education costs	2 CFR § 200.472
Transportation costs	2 CFR § 200.473
Travel costs	2 CFR § 200.474
Trustees	2 CFR § 200.475

Helpful Questions for Determining Whether Costs are Allowable -

In addition to applying the cost principles and standards described above, district staff involved in expending federal funds should ask the following questions when assessing the allowability of a particular cost:

1. Is the proposed cost allowable under the relevant program?
2. Is the proposed cost consistent with an approved program plan and budget?
3. Is the proposed cost consistent with program specific fiscal rules? For example, the school entity may be required to use federal funds only to supplement the amount of funds available from nonfederal (and possibly other federal) sources, or only as a match for funds from nonfederal sources.
4. Is the proposed cost consistent with EDGAR?
5. Is the proposed cost consistent with specific conditions imposed on the grant (if applicable)?
6. Is the proposed cost consistent with the underlying needs of the program? For example, program funds must benefit the appropriate population of students for which they are allocated. This means that, for instance, funds allocated under Title III of the Elementary and Secondary Education Act (ESEA) governing language instruction programs for Limited English Proficient (LEP) students must only be spent on LEP students and cannot be used to benefit non-LEP students.
7. Will the cost be targeted at addressing specific areas of weakness that are the focus of the program, as indicated by available data?

Any questions related to specific costs should be forwarded to the District Authorized Representative who shall consult with the school solicitor for clarification as appropriate.

Personnel Activity Reports – Time and Effort Documentation

The Bozeman School District follows the guidelines in 2 CFR 200.430, *Compensation for Personal Services*, as well as requirements in specific grants. Therefore, salaries and wages charged to Federal grants will be supported as follows:

1. Charges will be based on documented payrolls approved by responsible officials of the Organization.
2. Every staff member whose compensation is charged, in whole or in part, directly to Federal awards, will complete a timesheet or activity report that accounts for the total activity for which the employee is compensated.

3. These reports will reflect an after-the-fact determination of the actual activity of each employee. Budget estimates will not be used as support for charges to awards.
4. These reports must be approved by the individual employee and by their supervisor, who has first-hand knowledge of the activities performed by the employee.
5. Charges for non-exempt employees will also be supported by records required by the Fair Labor Standards Act.
6. Salaries and wages of employees used in meeting cost sharing or matching (in-kind) are supported in the same manner as salaries and wages charged to Federal awards.

Adopted: 06/11/18

FINANCIAL MANAGEMENT

Cash Management - Federal Programs

Generally, the school district receives payment from the Montana Office of Public Instruction (OPI) on a reimbursement basis. In some circumstances, the district may receive an advance of federal grant funds. This policy addresses responsibilities of the district and district staff under those alternative payment methods. In either case, the district shall maintain accounting methods and internal controls and procedures that assure those responsibilities are met.

Payment Methods

Reimbursements -

The District Business Office will periodically request reimbursement for actual expenditures incurred under federal grants. Reimbursement will be submitted on the appropriate form provided by the OPI. All reimbursement requests will be based on actual disbursements, not on obligations. OPI will process reimbursement requests within the timeframes required for disbursement.

Consistent with state and federal requirements, the school district will maintain source documentation supporting the federal expenditures (invoices, time sheets, payroll stubs, etc.) and will make such documentation available for review upon request.

Reimbursements of actual expenditures do not involve interest calculations.

Advances -

When the district receives advance payments of federal grant funds, it must minimize the time elapsing between the transfer of funds to the district and the expenditure of those funds on allowable costs of the applicable federal program. (2 CFR Sec. 200.305(b)) The district shall attempt to expend all advances of federal funds within seventy-two (72) hours of receipt.

When applicable, the district shall use existing resources available within a program before requesting additional advances. Such resources include program income (including repayments to a revolving fund), rebates, refunds, contract settlements, audit recoveries, and interest earned on such funds. (2 CFR Sec. 305(b)(5))

The district shall hold federal advance payments in insured, interest-bearing accounts. The school district is permitted to retain for administrative expense up to \$500 per year of interest earned on federal grant cash balances. Regardless of the federal awarding agency, interest earnings exceeding \$500 per year shall be remitted annually to the Department of Health and Human Services Payment Management System. (2 CFR Sec. 200.305(b)(9))

Pursuant to federal guidelines, interest earnings shall be calculated from the date that the federal funds are drawn down from the G5 system until the date on which those funds are disbursed by the district. Consistent with state guidelines, interest accruing on total federal grant cash balances shall be calculated on cash balances per grant and applying the actual or average interest rate earned.

Remittance of interest shall be responsibility of the District Clerk.

Adopted: 06/11/18

NONINSTRUCTIONAL OPERATIONS

Records Management

The District recognizes the importance of public records as the record of the acts of the District and the repository of such information. The public has the right under law to inspect and procure copies of such records with certain exceptions (see Policy #4340, Public Access to School District Records).

The District will retain, in a manner consistent with applicable law and the state's *Rules for Disposition of Local Government Records*, such records as are required by law or regulations to be created and/or maintained, and such other records as are related to students, school personnel, and the operations of the schools.

For the purpose of this policy, "records" are all documentary materials, regardless of media or characteristics, made or received and maintained by the school unit in transaction of its business. Records include email and other digital communications sent and received.

Records may be created, received, and stored in multiple formats, including but not limited to print, microfiche, audio and videotapes, and various digital forms (on hard drives, computer disks and CDs, servers, flash drives, etc.).

The Superintendent will be responsible for developing and implementing a records management program for the cataloging, maintenance, safeguarding, storage, retrieval, and disposition of school records. The Superintendent will also be responsible for developing guidelines to assist school employees in understanding the kinds of information that must be saved and those which can be disposed of or deleted. The Superintendent may delegate records-management responsibilities to other school personnel at his/her discretion to facilitate implementation of this policy.

All personnel records made or kept by an employer, including, but not necessarily limited to, application forms and other records related to hiring, promotion, demotion, transfer, layoff or termination, rates of pay or other terms of compensation and selection for training or apprenticeship, shall be preserved for 2 years from the date the record is made or from the date of the personnel action involved, whichever occurs later.

Student records must be permanently kept, and employment records must be kept for 10 years after termination.

Litigation Holds for Electronic Stored Information (ESI)

The School District shall create an ESI Team on an as-needed, ad hoc basis. The ESI Team is a designated group of individuals who implement and monitor litigation holds, a directive not to destroy ESI that might be relevant to a pending or imminent legal proceeding. The ESI Team will include a designated school administrator, an attorney, and a member from the Technology

Department. In the case of a litigation hold, the ESI Team shall direct employees and the Technology Department, as necessary, to suspend the normal retention procedure for all related records.

Inspections of ESI

Any requests for ESI records should be made in writing and will be reviewed by the Superintendent or designee, in consultation with an attorney if needed, and released in accordance with Montana public records law.

Delegated Authority

The Board delegates to the Superintendent or designees the right to implement and enforce additional procedures or directives relating to ESI retention consistent with this policy, as needed.

Information Security Breach

Information security breaches shall be handled in accordance with 30-14-1704, MCA, Computer Security Breach, including, but not limited to, investigations and notifications.

Cross Reference:	3600, 3600P	Student Records
	4340	Public Access to District Records
	5230, 5230P	Personnel Records
	5450	Employee Electronic Mail and On-Line Services Usage

Legal Reference:	Montana Secretary of State (Rules for Disposition of Local Government Records)
	Federal Rules of Civil Procedure (FRCP)
	§ 20-1-212, MCA Destruction of records by school officer
	§ 20-9-215, MCA Destruction of certain financial records
	24.9.805 (4), ARM Employment Records
	§ 30-14-1704, MCA Computer Breach Security
	CFR 200.304(e) Internal Controls

Adopted: 06/11/18

NON-INSTRUCTIONAL OPERATIONS

Records Management

The district recognizes the importance of public records as the record of the acts of the district and the repository of such information. The public has the right under law to inspect and procure copies of such records with certain exceptions (see Policy #4340, Public Access to School District Records). The public records of the district shall mean any account, voucher or contract dealing with the receipt or disbursement of funds; with acquisition, use or disposal of services or of supplies, materials, equipment or other property; or with any minutes, orders or decisions fixing the personal or property rights, privileges, immunities, duties or obligations of any person or group.


The Superintendent shall develop procedures to implement this policy; require as a minimum the permanent safeguarding of Board minutes, annual audit report, employment records of all staff, and permanent student records; and require retention of all financial records including claims, warrants, vouchers and treasurer's general receipts for a period of five years. The District Clerk shall serve as district records officer.

Records may be destroyed as per a legally authorized schedule.

Legal Reference:	20-1-212 MCA	Destruction of Old Records by Officer
	20-7-101(2) MCA	Standards of Accreditation
	20-9-215 MCA	Records Destruction

Adopted: 12/8/86

Rev.: 11/11/91

	Arneson	Fischer	Lusin	Neil	Reinhardt	Tage	Willet	Wilson
Motion								
Second								
Ayes								
Nays								
Abstain								

TITLE: UPDATE: HIGH SCHOOL PROGRAMMING

CATEGORY: DISCUSSION AND REPORTS

ORIGINATED BY: Rob Watson, Superintendent

OTHERS INVOLVED: District Staff: Marilyn King, Kevin Conwell, Mike Waterman, Erica Schnee, Katie Laslovich, Steve Johnson
Others: Robbye Hamburg

DATA EXPANSION: None

COST/FUND SOURCE: N/A

IMPLEMENTATION

ACTION: High School and Elementary District DISCUSSION
May 14, 2018

DISCUSSION:

The District gained support from voters in Spring 2017 to move forward with the planning process for the construction of a second high school, with an opening date of Fall 2020. Much of the work so far has focused on the design process of the new high school. Equally important is the academic program discussion relating to the future of high school education in the Bozeman School District.

The District has convened a high school programming committee to discuss topics related to future academic program. The committee is comprised of parents, students, teachers, administration, community and Board.

The committee has been divided into three subcommittees, described below with overall task for each.

1. **Academic Program Subcommittee**

- Goal:** To review and validate the innovation and adaptability of our 9-12 Academic Program.
- Work:** The committee has agreed that we should continue to focus efforts on AP programs at both schools. In addition, they would like to see academic support center / resources at both schools. They are currently discussing ways to minimize student and staff travel as well as department structure after the split.

2. **Scheduling Subcommittee**

- Goal:** To explore scheduling options that may provide for maximum flexibility to ease the transition phase between one and two high schools.
- Work:** The committee has agreed that they would like to see us keep our current schedule during the transition. However, they are still discussing concerns with our current schedule and would like to develop a plan to address those concerns. For example, the committee has determined that the current schedule lacks opportunity for academic support for students and collaboration time for teachers.

3. **Graduation Requirements Subcommittee**

- a. **Goal:** To review and validate current graduation requirements with the lens of preparing students to succeed in postsecondary education and careers of the future.
- b. **Work:** The committee has agreed that they would like to see a variation to our current 23 and 25 credit diplomas. For example, they would like to create endorsement diplomas in areas like Career and Technical Education, STEM and Fine Arts. They are working to create an action plan for next steps and continued work in this area. Any diploma or graduation requirement changes will need to be considered by the Board of Trustees before implementation.

Next Steps in the High School Planning Process:

The following list represents some of the special tasks and projects that will need to be accomplished as it relates to the transition. Some of these projects will be on-going and some will be completed during 2018/19. (Not an inclusive list, there may be other items.) It is anticipated that these tasks will need to be considered / completed over the next 18 months.

- 1. High School Programming
 - a. Implement “follow up” tasks related to
 - i. Academic Program
 - ii. School Schedule
 - iii. Graduation Requirements
 - b. Gather research related to follow up tasks.
 - c. Organize and manage all committee work related to follow up tasks
 - d. Report progress of follow up tasks to central office and Board of Trustees
 - e. Address policy changes needed to implement recommendations from the HS program committee, carry those through Board approval
 - f. Organize and manage professional development that may be needed to address the follow up tasks
- 2. High School Transition
 - a. Participate in the work of the transition committee
 - i. School Boundaries
 - ii. Split / Configuration in 2020
 - iii. Begin School Culture discussion
 - b. Help to manage committee work as it relates to these tasks
 - c. Help manage internal and external communication related to this committee
- 3. Activities Model
 - a. Develop the model for continuation of MSHA sanctioned activities for both schools.
 - b. Develop the model for continuation of other school activities at both schools
 - c. What does it look like in 2020? 2021?
 - d. Develop staffing plan and cost estimates based on what we currently offer and what is likely to be offered during the first year, second year.
 - e. Organize and manage any committee work needed to develop this model.
 - f. Examine Board policy related to this work and determine if anything needs to be changed.
 - g. Create list of equipment needs, deciding on what can be shared and what needs to be purchased.
- 4. Staffing Model
 - a. Based on grade level configuration, begin to model staff needs for 2020/21 and 2021/22
 - b. Begin to develop department framework
 - c. Work with HR director to develop staffing process and plan
 - d. Help to manage internal communication regarding staffing process
 - e. Develop timelines and deadlines related to staffing

- f. Work with current department leaders to make sure staff are adequately trained or have experience to fulfill the staffing model. (Example, some teacher may need to attend AP training).
- 5. Scheduling Model
 - a. Begin to outline possible scheduling model for both the new school and the existing Bozeman High for the 2020/21 and 2021/22 school years.
 - b. Based on what we currently offer, model scheduling for both schools to determine areas of concern or areas of need.
 - c. Begin to outline room utilization model for both schools.
- 6. Design and Equipment
 - a. Continue design work / decision making with CTA regarding classrooms and common areas
 - b. Communicate decisions both internally and externally
 - c. Equipment
 - i. Begin to develop needed equipment list
 - ii. Begin to develop model for what equipment may need to be shared or moved between the two schools
- 7. Communication Plan
 - a. Internal: Develop methods and processes to share the transition work with internal stakeholders
 - b. External: Develop methods and processes to share the transition work with external stakeholders
 - c. Present monthly (or perhaps more if needed) to Central Office leadership regarding transition work
 - d. Present monthly to the Board of Trustees regarding transition work
 - e. Organize and manage community information and listening sessions throughout the year regarding the transition work
 - f. Create social media presence regarding the transition work
 - g. Communicate with traditional media sources (chronicle) regarding transition work
- 8. School Culture
 - a. Work with transition committee to identify process for school culture decisions
 - i. Name
 - ii. Colors
 - iii. Mascot
 - iv. Other
 - b. Create and manage opportunities for student, staff, and community engagement in the school culture decisions
 - c. Follow process described in Board policy and shepherd decisions through the Board decision process.

The purpose of this discussion is to brief the Board regarding the work of this committee and provide some relevant data that the committee has been exploring.

This discussion supports the following Long Range Strategic Plan strategic objectives:

Strategic Objective 1.06: Prepare all students to be College and Career Ready to engage in a global community.

Strategic Objective 3.04: Engage in a collaborative dialogue surrounding topics of educational importance to our community and their impact on the LRSP.

FUTURE BOARD MEETINGS AND OTHER IMPORTANT DATES

May 14, 2018	Regular Board Meeting
June 11, 2018	Regular Board Meeting
July 16, 2018	Regular Board Meeting
August 13, 2018	Regular Board Meeting



Bozeman School District #7

2017-18 TRUSTEE COMMITTEE APPOINTMENTS

Board of Trustee Standing Committees

Long Range Strategic Planning (LRSP) Committee

Trustees

Heide Arneson
Douglas Fischer
Greg Neil

Long Range Facilities Planning (LRFP) Committee

Trustees

Gary Lusin
Wendy Tague
Sandy Wilson

District Safety Committee

Trustees

Tanya Reinhardt
Sandy Wilson

Board of Trustee as Needed Committees

Budget Committee

Trustees

Heide Arneson
Douglas Fischer

Teacher (BEA) Negotiations Committee

Trustees

Gary Lusin
Heide Arneson
Sandy Wilson

Trustee Representation on Committees/Councils Associated with BSD #7

Bozeman Schools Foundation (BSF)

Trustees

Sandy Wilson
Heide Arneson, Alternate
Gary Lusin
Heide Arneson
Gary Lusin, Municipal Director
Heide Arneson, Delegate
Tanya Reinhardt, Delegate
Sandy Wilson, Delegate
Wendy Tague, Alternate

Wellness Advisory (WAC)

Indian Education For All (IEFA)

MTSBA Municipal Director and Delegates

School Liaisons

Bozeman High School
Bridger Alternative Program
Chief Joseph Middle School
Sacajawea Middle School
Emily Dickinson Elementary School
Hawthorne Elementary School
Hyalite Elementary School
Irving Elementary School
Longfellow Elementary School
Meadowlark
Morning Star Elementary School
Whittier Elementary School

Sandy Wilson
Sandy Wilson
Heide Arneson
Tanya Reinhardt
Heide Arneson
Wendy Tague
Douglas Fischer
Douglas Fischer
Andy Willett
Wendy Tague
Gary Lusin
Greg Neil



BOZEMAN SCHOOL DISTRICT #7 LONG RANGE STRATEGIC PLAN

Core Purpose

“Bozeman Public Schools exist to provide an outstanding education that inspires and ensures high achievement so every student can succeed and make a difference in a rapidly changing world community.”

Core Values

- ✓ **High Student Achievement:** We are committed to ensuring that all students achieve at high levels.
- ✓ **Committed, Quality Staff:** We employ and retain well qualified and talented staff members who demonstrate a commitment to the core purpose of the District.
- ✓ **Community and Family Engagement:** We believe that parents and the community are essential contributors in the achievement of our goals.
- ✓ **Climate:** We operate in a climate of respect, honesty and hard work, recognizing the need to be adaptable and open to change.
- ✓ **Fiscal Responsibility:** We are fiscally responsible in the management and expenditure of all District resources.
- ✓ **Decision Making:** We rely on best practices research to guide our decision-making.

Big Audacious Goal – Envisioned Future

“The Bozeman Public School District is widely recognized as a vibrant, flexible and progressive educational system that generates student excellence and engages students to succeed and positively contribute in a global community.”

Goals of the Bozeman Public School District

Goal Area 1: Academic Performance: Every student meets or exceeds the high academic standards of the Bozeman Public School District.

Goal Area 2: Operations and Capacity Building: District operations, facilities and human resources support an efficient and progressive educational system.

Goal Area 3: Community Engagement and External Relations: Bozeman Public Schools has created an environment in which parents, community, legislators and all education stakeholders are supportive, engaged, and contribute to successfully educate our students.

Goal Area 4: Student Success/Safety/Health/Welfare: Bozeman Public Schools has effective systems in place for students to learn and staff to work in a safe and healthy environment.

Bozeman School District #7

BOARD REOCCURRING CALENDAR



JULY

- LRSP Annual Report
- Learning Materials Review Committee
- Set Health and Dental Insurance Price Tags
- Supplemental Book Adoption-One Book-One Bozeman and Bozeman Schools Foundation

AUGUST

- Opening School Activities
- Approve Final Budgets (on 2nd Monday)
- Begin budget process for following year

SEPTEMBER

- One Book-One Bozeman Participation
- LRSP Implementation Framework and Reporting
- Board Luncheon LRSP Reports

OCTOBER

- Attend Montana School Boards Association Annual Meeting
- Board Luncheon LRSP Reports

NOVEMBER

- LRSP: Annual Facilities Master Plan Review
- Preliminary Enrollment and Projection Reports
- Board Luncheon LRSP Reports

DECEMBER

- Bozeman High School New Course Proposals
- Hold Board/Employee Holiday Celebration
- Annual Facilities Master Plan Adoption

JANUARY

- CAFR and Audit Report for prior year
- Consider MHSA Resolutions
- Building Reserve Allocation
- Evaluate the Superintendent

FEBRUARY

- School District Calendar Approval

MARCH

- Call for Annual School Elections
- National Merit Awards
- Hold Budget Review Meetings
- Professional Development Plan Approval
- Board Resolution for Screen Free Week
- Out of State Field Trips and Travel
- Budget Discussion Referencing Staffing

APRIL

- National School Boards Association Annual Conference
- Hold Budget Review Meetings
- Teacher Appreciation Week
- District Technology Plan Approval
- RIF Notification
- Set Special Levy Amounts if Levy Election is in May

MAY

- Approve or Non-renewal of Teachers
- Hold Trustee Election (first Tuesday following first Monday)
- Reorganize the Board and Recognize Retiring Members
- Consider MSBA Resolutions
- Administrator Compensation Policy
- Federal Grant Applications
- Appointment of Bozeman Public Schools Foundation Directors

JUNE

- Recognize Retiring Staff

MONTH VARIES

- Approve Employee Contracts
- Consider Policy Changes
- LRSP Mega Issues Dialogues
- Approve Curriculum Adoptions
- Approve Instructional Material Purchases
- Approve Memorandum of Understanding for Services

BOARD OF TRUSTEES

- Andy Willett, Chair
- Heide Arneson, Vice Chair
- Douglas Fischer
- Gary Lusin
- Greg Neil
- Tanya Reinhardt
- Wendy Tage
- Sandra Wilson

ACRONYMS AND INITIALS

AASA	American Association of School Administrators
AFT	American Federation of Teachers
ANB	Average Number Belonging
ARRA	American Reinvestment and Recovery Act
BEA	Bozeman Education Association
BCEA	Bozeman Classified Employees Association
CA	Communication Arts
CIA	Curriculum, Instruction & Assessment Committee
CLT	Curriculum Leadership Team
CRT	Crisis Response Team
CRT	Criterion-Referenced Test
CSCT	Comprehensive School Community Treatment
DARE	Drug Abuse Resistance Education
Dibels	Dynamic Indicators of Basic Early Literacy
DRP	Degrees of Reading Power
ELE	Essential Learning Expectations
ELL	English Language Learners
FAPE	Free Appropriate Public Education
IC	Instructional Cabinet
IDEA	Individuals with Disabilities Educational Act
IDEA-Part B	Individuals with Disabilities Educational Act K-12
IEP	Individualized Education Program. A written statement of a handicapped child's education program, required by federal law and state regulations
LEA	Local Education Agency
MAEMSP	Montana Association of Elementary and Middle School Principals
MASS	Montana Association of School Superintendents
MASBO	Montana Association of School Business Officials
MASSP	Montana Association of Secondary School Principals
MBI	Montana Behavior Initiative
MEA-MFT	Montana Education Association – Montana Federation of Teachers
Moodle	Modular Objective-Oriented Dynamic Learning Environment. A free web application educators can use to create effective online learning sites.
MTSBA	Montana School Boards Association
NAESP	National Association of Elementary School Principals
NASSP	National Association of Secondary School Principals
NCLB	No Child Left Behind
NEA	National Education Association
NSBA	National School Boards Association
OCR	Owner's Construction Representative
OPI	Office of Public Instruction
OT	Occupational Therapy
PD	Professional Development
PIR	Pupil Instruction Related
PLC	Professional Learning Community
PT	Physical Therapy
RII	Response to Intervention
QUAD A	Association of AA Administrators (Superintendents)
SAC-B	Superintendent's Advisory Council - Business
SAC-C	Superintendent's Advisory Council - Classified
SAC-P	Superintendent's Advisory Council - Parents
SAC-T	Superintendent's Advisory Council - Teachers
SAM	School Administrators of Montana. "Umbrella" organization for all Montana administrative leadership groups: MASS, MASSP, MAEMSP
SAT	Student Assistance Team
SEA	State Education Agency
SEPTA	Special Education Parent Teacher Association
UBD	Understanding by Design
VCDP	Voluntary Career Development Plan
VCOP	Voluntary Career Option Plan
WAC	Wellness Advisory Committee

SPECIAL EDUCATION IMPAIRMENTS

AU	Autism	LD	Learning Disability
CD	Cognitive Delay	OH	Other Health Impairment
DE	Deafness	OI	Orthopedic Impairment
DB	Deaf/Blindness	TB	Traumatic Brain Injury
DD	Developmental Delay	SL	Speech/Language Impaired
ED	Emotional Disturbance	VI	Visually Impaired
HI	Hearing Impairment		

Bozeman Public Schools

Calendar 2017-2018

July S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	August S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	September S M T W Th F S 1 2 3 4 K 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	October S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
November S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	December S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	January S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	February S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28
March S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	April S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	May S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	June S M T W Th F S 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30

DATES TO REMEMBER

Aug 24 - 28	K-12 PIR Days (School Not In Session)
Aug 29	School Begins 1-12
Sep 4	Labor Day Holiday
Sep 5	K Full Day Begins
Oct 2 - 3	K-5 P/T Conferences (No School K-5)
Oct 19 - 20	Flexible PIR Days (No School K-12)
Nov 22 - 24	Thanksgiving Holiday
Nov 27	K-12 PIR Day (No School K-12)
Dec 21 - Jan 2	Winter Break
Jan 22	K-12 PIR Day (No School K-12)
Jan 23	9-12 PIR Day (No School 9-12)
Feb 19	Presidents' Day Holiday
Mar 12 - 16	Spring Break
Apr 12	K-5 P/T Conferences 6-8 PIR Day (No School K-8)
Apr 13	K-5 P/T Conferences K-12 PIR Day (No School K-12)
May 25	K-12 PIR Day (No School K-12)
May 28	Memorial Day Holiday
Jun 3	Graduation!
Jun 7	Last Day Of School Students Released @ 12:45

GRADING PERIODS

K-5:	Jan 19 Jun 7
6-8:	Nov 21 Mar 2 Jun 6
9-12:	Per 1 - Oct 6 Per 2 - Nov 22 1st Sem - Jan 19 Per 1 - Mar 2 Per 2 - Apr 20 2nd Sem - Jun 7

SYMBOL CODES

	Dist. Flexible PIR Days (No School)
	K-12 PIR (No School K-12)
	K-5 P/T Conf (No School K-5)
	K-8 PIR (No School K-8)
	9-12 PIR (No School 9-12)
	Holiday and/or Break
	School Begins
	School Ends
K	Kindergarten Starts

With the approval of this calendar, the Board of Trustees, in commemoration of Martin Luther King Day (January 15, 2018), is directing that all teachers (K-5) and all social studies teachers (6-12) take action in class to recognize and celebrate the principles for which Martin Luther King stood.